



Arizona Department of Education
Tom Horne, Superintendent of Public Instruction

GED Examiner Professional Learning Survey Results



Arizona Department of Education
Division of Educational Services & Resources
(602) 258-2410
www.ade.az.gov
March 2007

**GED Examiner Professional Learning Survey Results
Administered September 2006**

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GED Examiner Survey Executive Summary

This report summarizes the results of the Arizona Adult Education GED Examiner Survey that was completed in August 2006. The Arizona Department of Education, Adult Education Services (ADE/AES) sent a total of 90 GED Chief Examiners and GED Examiners from 35 testing centers a request to participate in an online survey designed to examine testing center operations, professional learning practices, and demographic information. The survey contained open-ended questions, check boxes, and a 5-point Likert-type scale (Strongly Disagree, Disagree, Neutral, Agree, Strongly Agree). 41 individuals (46% of the total respondents sent the survey request via email) submitted responses to the survey. Two respondents did not complete the survey, leaving 39 respondents. Please refer to the appendix for a frequency count of specific responses.

Purpose

The intent of the GED Examiner Professional Learning Survey was to collect baseline information on testing center operations, professional learning practices, and demographics. The information collected via the survey was used to a) better understand the current state of the adult education system in Arizona, b) provide valuable information for the selection of professional learning activities and projects, and c) establish baseline information that could be used to examine the impact of professional learning in Arizona adult education.

GED Examiner Perceptions Brief Overview of Selected Responses

Independent Examiners

- Independent GED Examiners are defined as GED Examiners who work for a testing center but are not employed by a testing center.
- Of the 39 participants who submitted a response:
 - 13% are independent GED Examiners.
- Of the 4 participants who submitted a response:
 - 100% of independent examiners indicated that their employment outside of GED testing is in the field of education
- Of the 5 participants who submitted a response:
 - 80% of the independent examiners carry liability insurance

Authorized GED Testing Center

- Of the 38 participants who submitted a response:
 - 82% are employed by an authorized GED testing center.
- Of the 32 participants who submitted a response:
 - 62% are employed 20 hours or more per week
- Of the 31 participants who submitted a response:
 - 58% receive employee benefits through their GED testing employer

- Of the 18 participants who submitted one or more responses:
 - 100% receive medical benefits through their GED testing employer
 - 100% receive dental benefits through their GED testing employer
 - 100% receive paid vacation time through their GED testing employer
 - 100% receive sick leave through their GED testing employer

Testing Processes

- Of the 39 participants who submitted a response:
 - 74% dedicate 49% or less of their work time to administering the GED Test.
- Of the 39 participants who submitted a response:
 - 3% indicated that 50 – 74 percent of their work time is devoted to scanning GED Test answer sheets
 - 10% indicated that 50 – 74 percent of their work time is devoted to processing GED examinee paperwork

GED Test Administration Frequency

- Of the 39 participants who submitted a response:
 - 72% indicated administering the GED test 11 to 12 months out of the calendar year.
- Of the 39 participants who submitted a response:
 - 36% indicated that GED tests are administered weekly
 - 36% indicated that GED tests are administered monthly
 - 15% indicated that GED tests are administered bi-weekly
 - 13% indicated that GED tests are administered as needed

- Of the 39 participants who submitted a response:
 - 38% administer the GED test on Saturdays
- Of the 39 participants who submitted a response:
 - 5% administer the GED test on Sunday

Test Administration Locations

- Of the 39 participants who submitted a response:
 - 64% test primarily in Community Colleges
- Of the 39 participants who submitted a response:
 - 49% transport GED tests
- Of the 19 participants who submitted a response:
 - 16% transport weekly
 - 16% transport bi-weekly
 - 37% transport monthly
 - 11% transport quarterly
 - 21% transport as needed

Communication

- Of the 39 participants who submitted a response:
 - 62% indicated that GED test examinees contact GED Examiners via telephone
- Of the 39 participants who submitted a response:
 - 46% indicated that GED test examinees who need to re-test are contacted via United States Postal Mail

Examinee Registration

- Of the 39 participants who submitted a response:
 - 46% are responsible for registering GED test examinees.
- Of the 21 participants who submitted a response:
 - 48% indicated that the testing center registrar is responsible for registering examinees.

Testing Center Operations

- Of the 39 participants who submitted a response:
 - 97% indicated that new GED examiners complete a testing center orientation.
- Of the 38 participants who submitted a response:
 - 32% indicated that orientations are completed on-the-job
 - 29% indicated that orientations are provided by ADE/AES

Accommodations Training

- Of the 39 participants who submitted a response:
 - 79% completed training for providing GED examinees with accommodations.
- Of the 31 participants who submitted a response:
 - 68% indicated that accommodations training was provided by ADE/AES
 - 16% indicated that accommodations training was completed on-the-job
 - 13% indicated that accommodations training was completed by observing another GED testing center

I would like to learn more about

- Of the 39 participants who submitted a response:
 - 74% would like to learn more about supporting GED examinee success
 - 69% would like to learn more about collaborating with Adult Education staff
 - 72% would like to learn more about effective test-taking strategies
 - 51% would like to learn more about the examinee registration process
 - 67% would like to learn more about providing accommodations
 - 69% would like to learn more about testing emergency procedures
 - 59% would like to learn more about confidentiality of examinee information
 - 67% would like to learn more about GED test security

As a GED Examiner, I am responsible for:

- Of the 39 participants who submitted a response:
 - 92% perceived being responsible for helping to support the success of GED examinees
 - 82% perceived being responsible for collaborating with Adult Education Program Staff to better serve GED examinees
 - 82% perceived being responsible for ensuring that prospective GED examinees have the information necessary to attend Adult Education classes that will help them pass the GED test
 - 77% perceived being responsible for ensuring that non-passing GED examinees have the information necessary to attend Adult Education classes that will help them pass the GED test
 - 64% perceived being responsible for helping GED examinees with the transition process to post-secondary education
 - 100% perceived being responsible for GED test security

Educational Achievement

- Of the 39 participants who submitted a response:
 - 82% hold a Bachelor's degree or higher
- Of the 39 participants who submitted a response:
 - 59% hold Arizona Adult Education certification
- Of the 39 participants who submitted a response:
 - 62% have been administering the GED test for 3 years or more

Administration of assessments other than the GED test

- Of the 39 participants who submitted a response:
 - 56% administer assessments other than the GED Test

Summary of assessments administered by GED Examiners

Assessment	Percent	Information for Assessment
• Accuplacer	13%	http://cpts.accuplacer.com/docs/StudentGuide.html
• ACT	13%	http://www.act.org/aap/
• ADEQ Water certification exam	6%	http://www.azdeq.gov/environ/water/dw/opcert.html
• AIMS	5%	http://www.ade.state.az.us/standards/aims/
• ASSET	15%	http://www.act.org/asset/index.html
• ASVAB	3%	http://www.asvabprogram.com/index.cfm?fuseaction=overview.test
• Blackboard	3%	www.blackboard.com/
• CAI	3%	
• CELSA	10%	http://www.southmountaincc.edu/Registration/Assessment/CELSA/
• CLEP	10%	http://www.collegeboard.com/student/testing/clep/exams.html
• Compass	15%	http://www.act.org/compass/index.html
• Computerized testing	3%	
• Dental	8%	
• Distance learning exams	3%	
• DSST	3%	http://www.getcollegecredit.com/
• Faculty exams	3%	
• GATB test	3%	http://www.assess.nelson.com/group/gp-gatb.html
• GRE	3%	http://www.ets.org/gre/
• HESI	8%	http://www.hesitest.com/
• ICC ParaProfessional Workkeys	3%	www.ets.org
• Instructional tests	3%	
• LSAT	13%	http://www.lsac.org/LSAC.asp?url=lsac/about-the-lsat.asp
• Myers Briggs	3%	http://www.myersbriggs.org/
• NABNE	3%	http://www.nabne.org/
• Nelson Denney	8%	http://www.riverpub.com/products/ndrt/index.html
• NET	5%	
• NOCTI	3%	
• Personality tests	3%	

• Placement tests	3%	
• PTC	3%	
• SAT	5%	www.ets.org
• Spanish Placement	3%	
• Strong Interest Inventory	3%	http://www.discoveryyourpersonality.com/aboutstrong.html
• Structural pest Control Certification exam	5%	http://www.azda.gov/ESD/table_of_sources_for_study_mater.htm
• TABE	5%	http://www.ctb.com/products/category_home.jsp;jsessionid=FcBC0urOiB6lwtb6WwFzYO1Pqz3aep61KyxGHNSCq54rITIH5Z5H!1027782506!1408233562!5008!6008?FOLDER%3C%3Efolder_id=2534374302057167&bmUID=1163657474381
• Wonderlic	3%	http://www.wonderlic.com/products/selection/wpt/default.asp
<i>Website information retrieved November 27, 2006</i>		

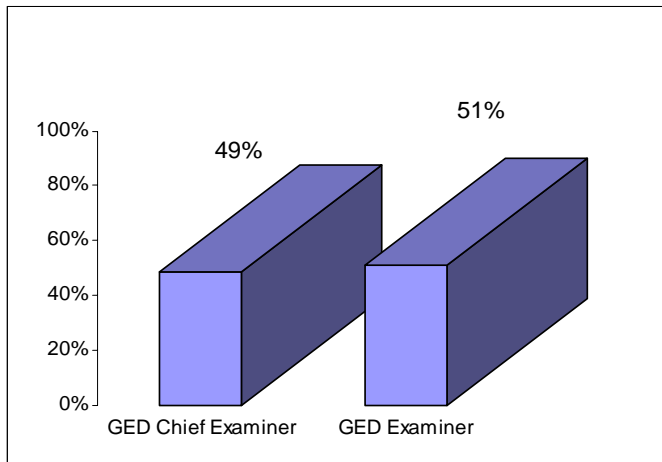
Professional Organizations:

- Of the 39 participants who submitted a response:
 - 54% are current members of a professional organization.
 - The following table presents the results of a frequency count of written data indicating the name of the professional organizations in which GED Examiners currently hold memberships.

Professional Organization	Percent	Information:
• Arizona Association for Lifelong Learning (AALL)	8%	http://az-aall.org/
• ACTE	3%	http://www.acteonline.org/
• American College Personnel Association (ACPA)	3%	http://www.acpa.nche.edu/
• Arizona Association for Economic Development	3%	http://www.aaed.com/
• Arizona Education Association	8%	http://www.arizonaea.org/
• AZSCA,	3%	http://www.azsca.org/
• HACU	3%	http://www.hacu.net/hacu/Default_EN.asp
• International Economic Development Council	3%	http://www.iedonline.org/
• MAT Managerial Administration Technical	3%	
• NAACP	3%	http://www.naACP.org/
• NADE National Association for Developmental Education.	3%	http://www.nade.net/
• National Association of Academic Advising (NACADA)	8%	http://www.nacada.ksu.edu/
• National Association of Workforce Development Professionals	3%	http://www.nawdp.org/
• National College Testing Association	21%	http://www.ncta-testing.org/
• National Education Association	8%	http://www.nea.org/index.html
• Phi Theta Kappa	3%	http://www.ptk.org/
• Secure Care Committee Arizona Juvenile Detention Educators Advisory Council	3%	
• Student Affairs Administrators in Higher Education	3%	http://www.naspa.org/
• Student Affairs Managers	3%	
<i>Website information retrieved November 27, 2006</i>		

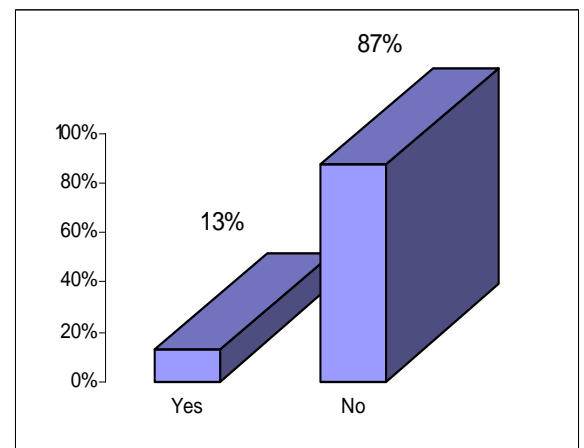
Appendix A: Summary of Responses

Q1. What is your current working title with GED Testing? (Select one)



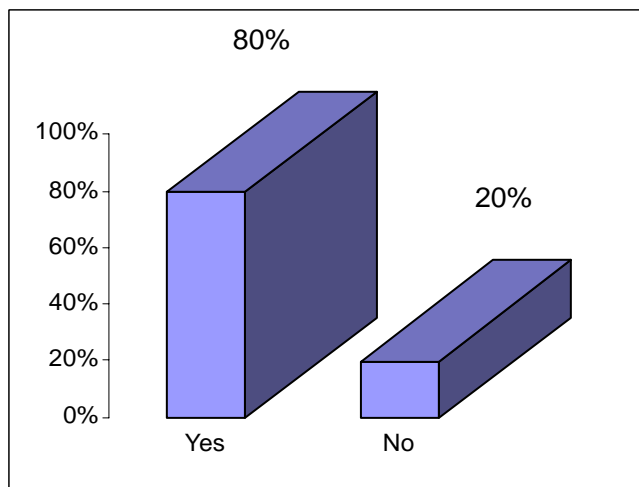
n=39

Q2. Are you currently an independent GED Testing Examiner?



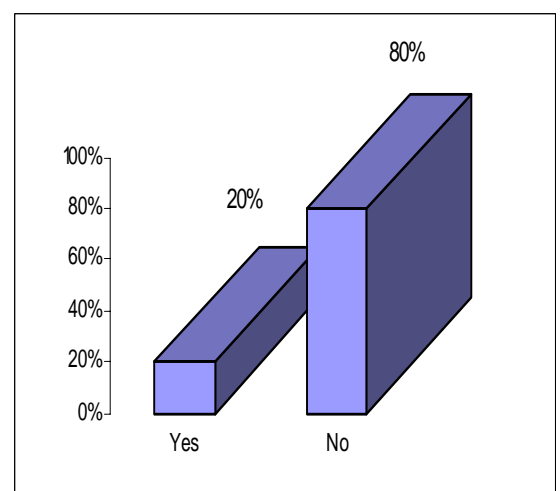
n=39

Q3. As an independent GED Testing Examiner do you carry personal liability insurance?



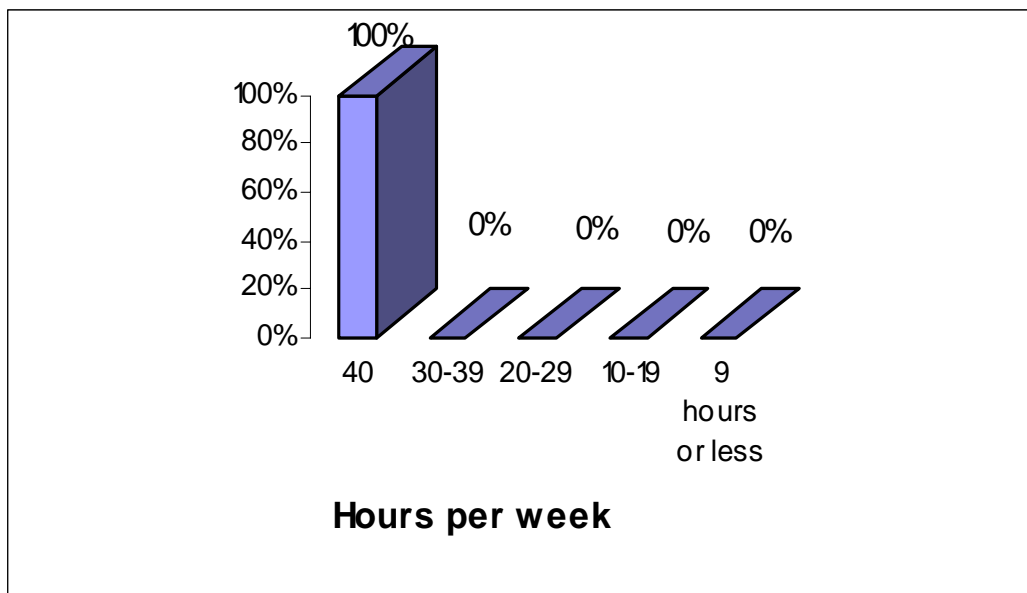
n=5

Q4. As an independent GED Testing Examiner are you employed outside of your GED Testing Examiner position?



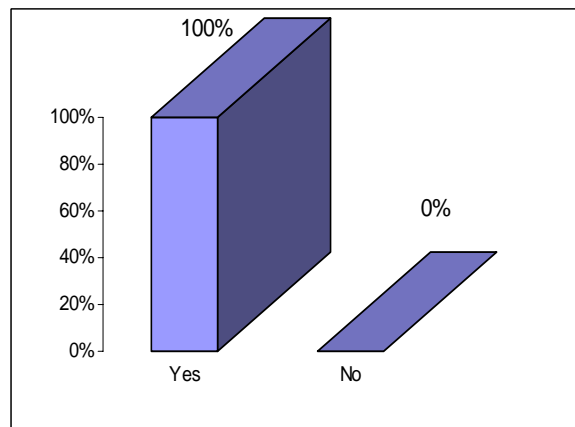
n=5

Q5. My current employment outside of GED test administration requires that I work: (Select one)



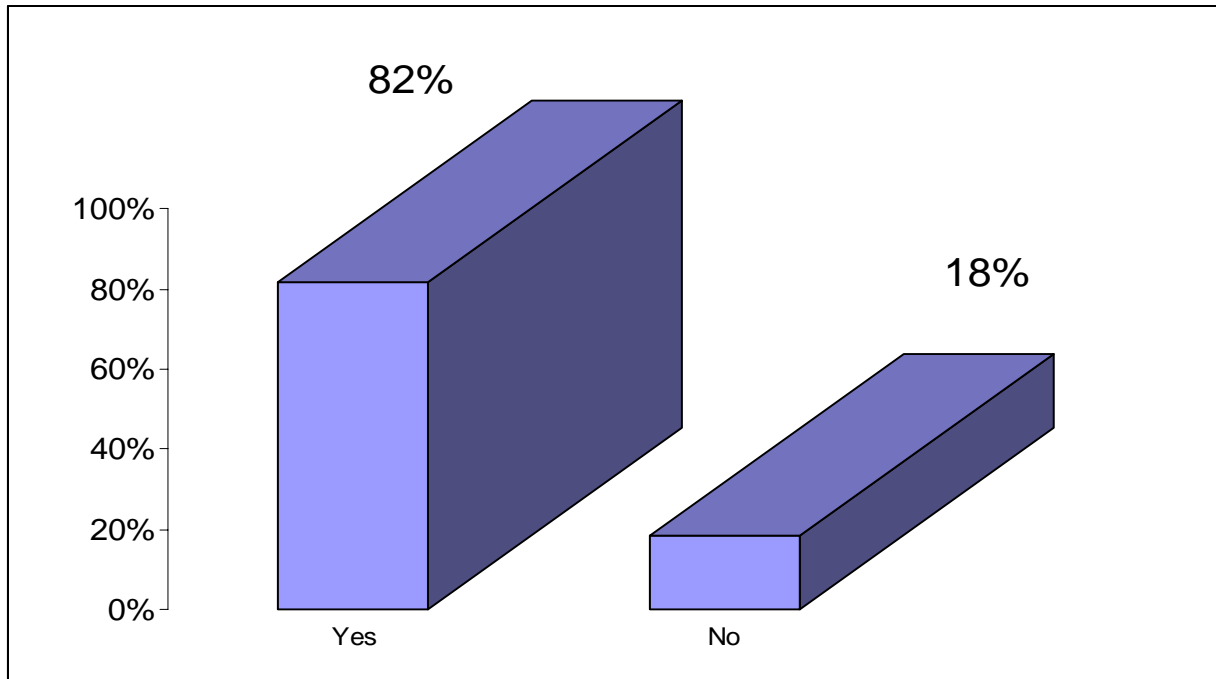
n=4

Q6. Is your employment outside of GED Testing in the field of education?



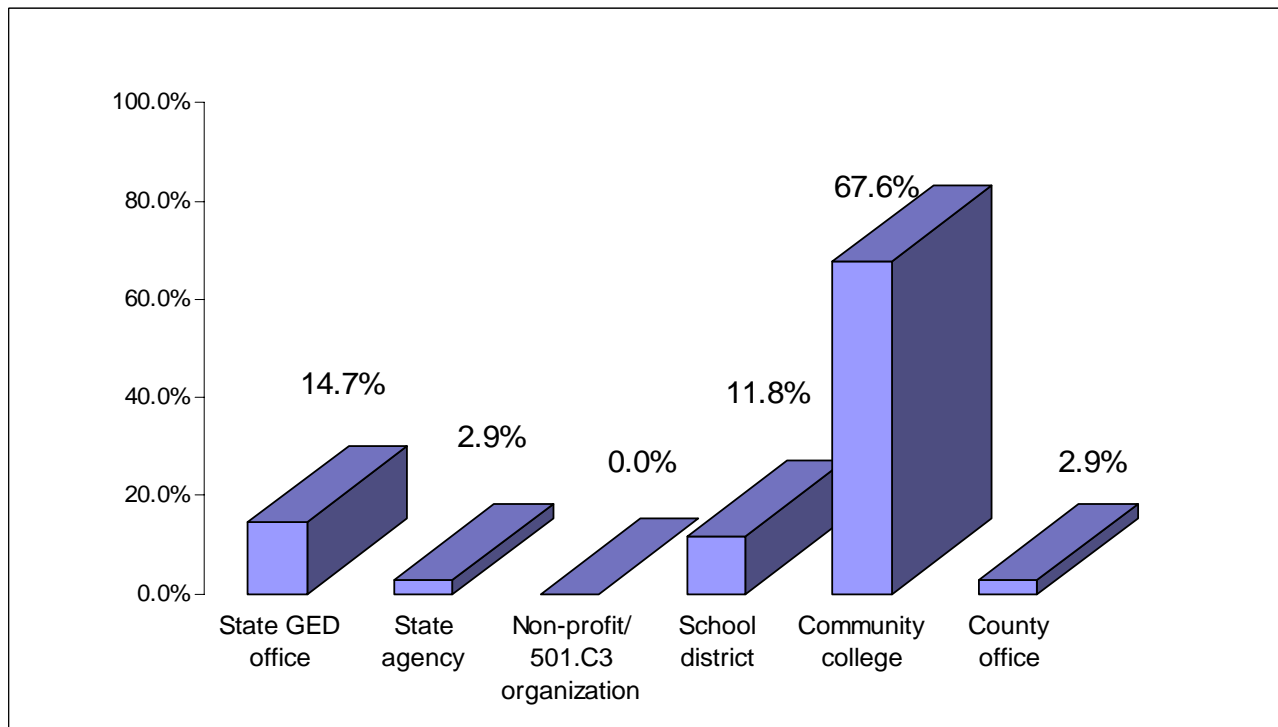
n=4

Q7. Are you currently employed by an authorized GED testing center?



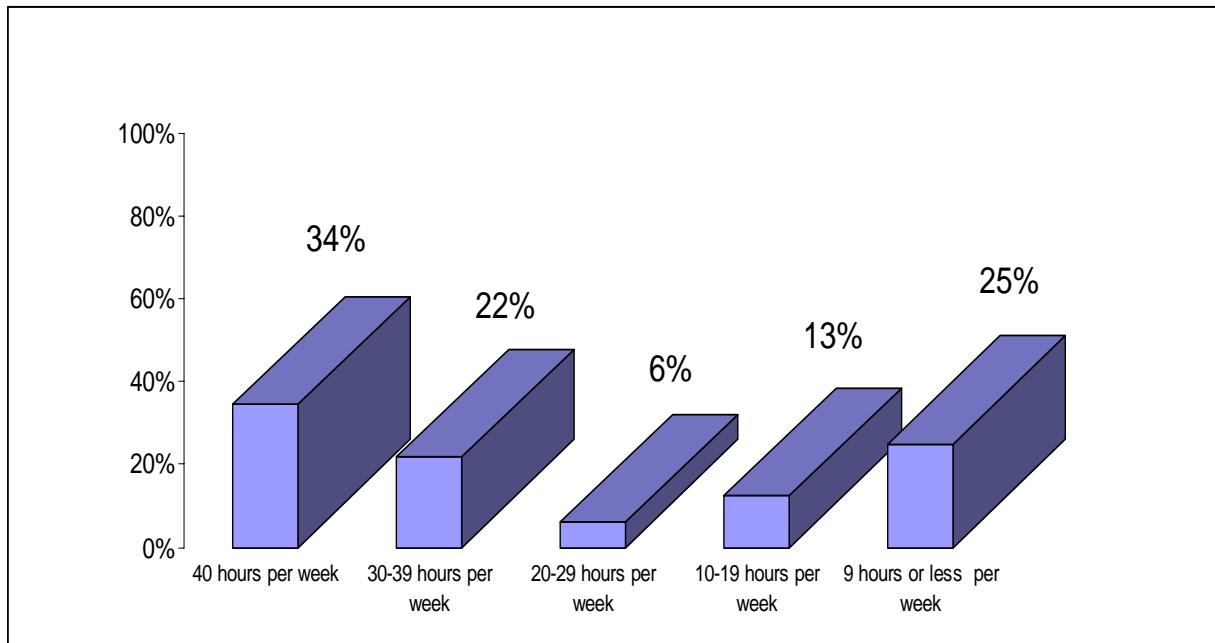
n=38

Q8. Which is your primary testing center?



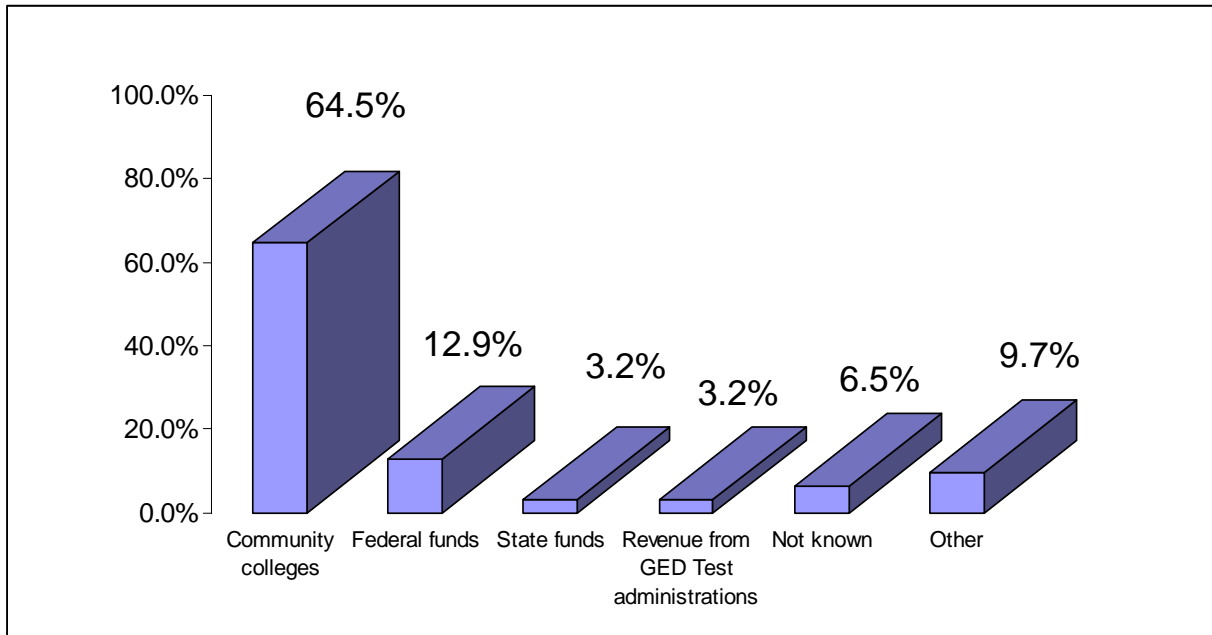
n=34

Q9. I am currently employed by a testing center: (Select one)



n=32

Q10. The salary for your position is primarily provided by:

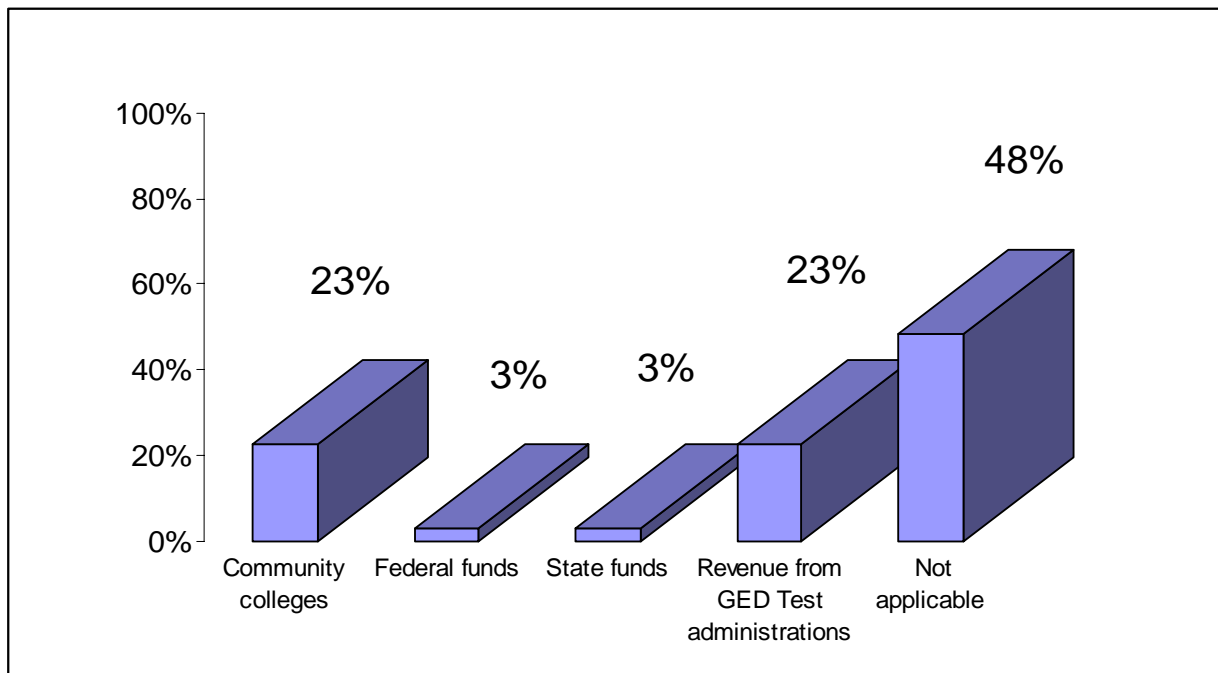


Written responses:

- District Funds
- None
- duty added to regular position

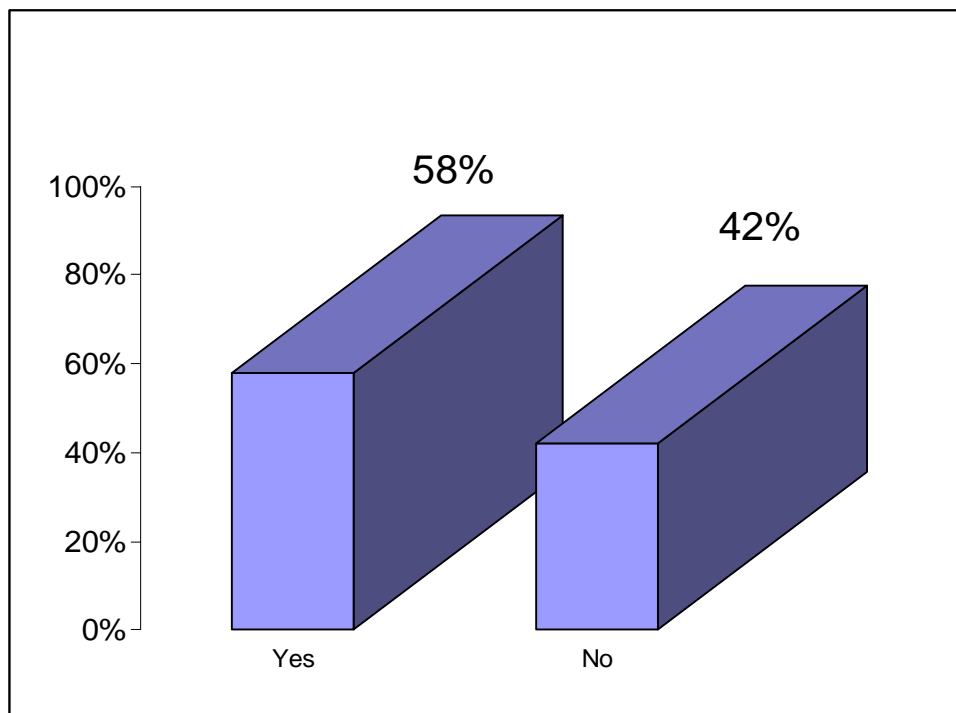
n=31

Q11. Additional funding for your GED testing position is provided by: (Check all that apply)



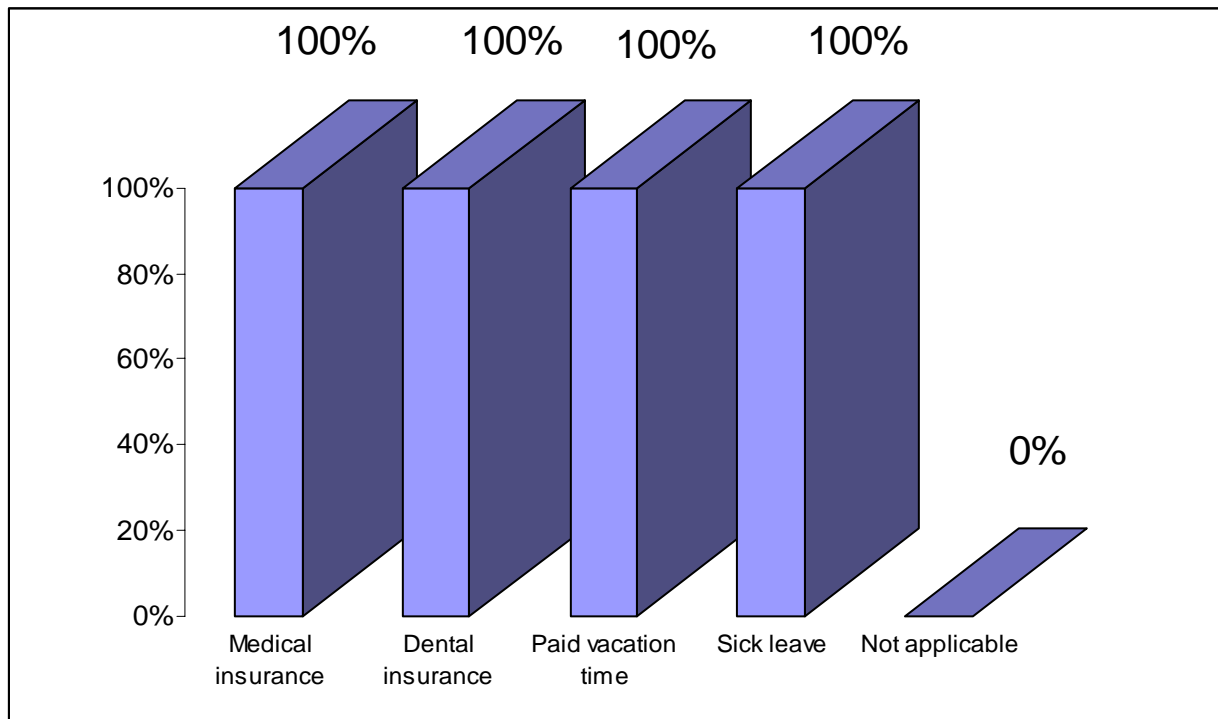
n=31

Q12. Do you receive employee benefits through your GED testing employer?



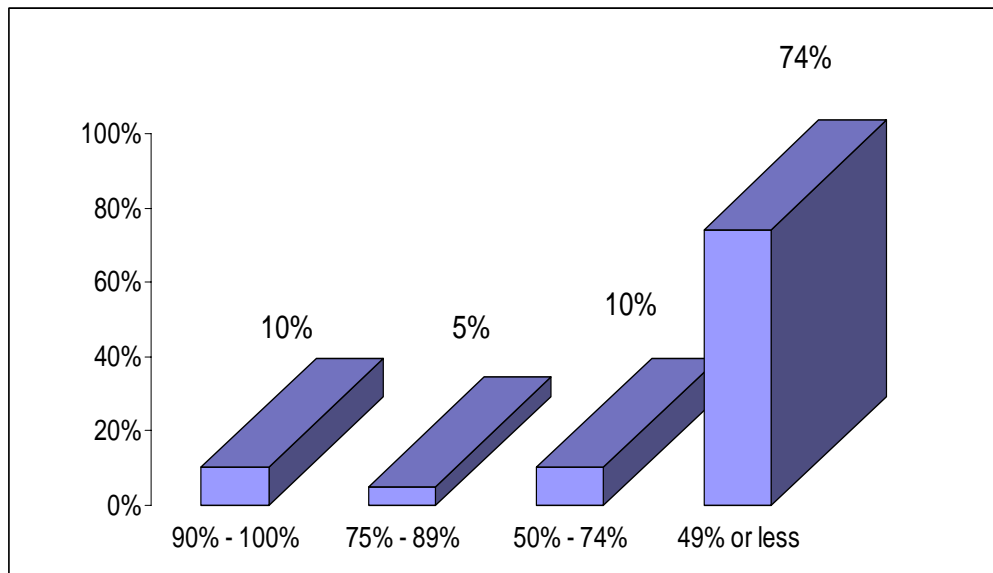
n=31

Q13. Employee benefits include: (Check all that apply)



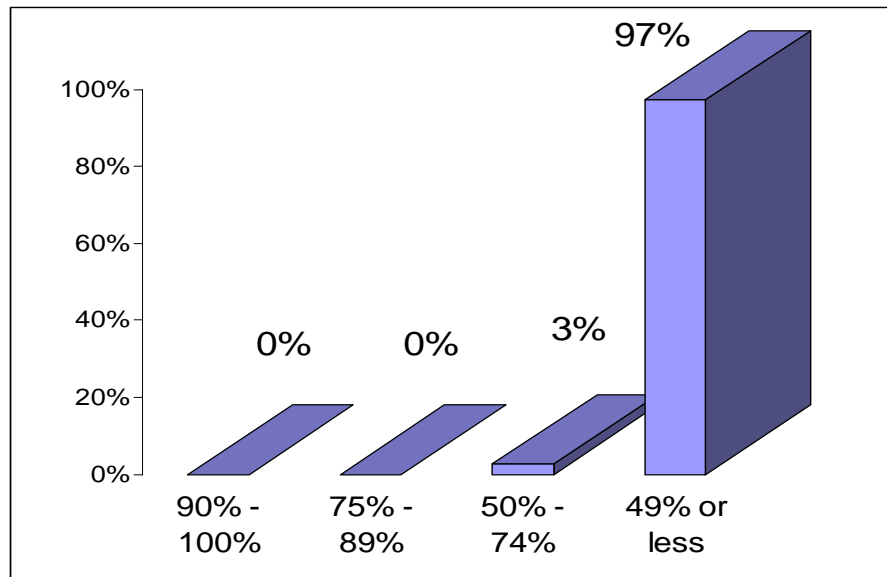
n=18

Q14. What percentage of your work time is devoted to administering the GED Test?



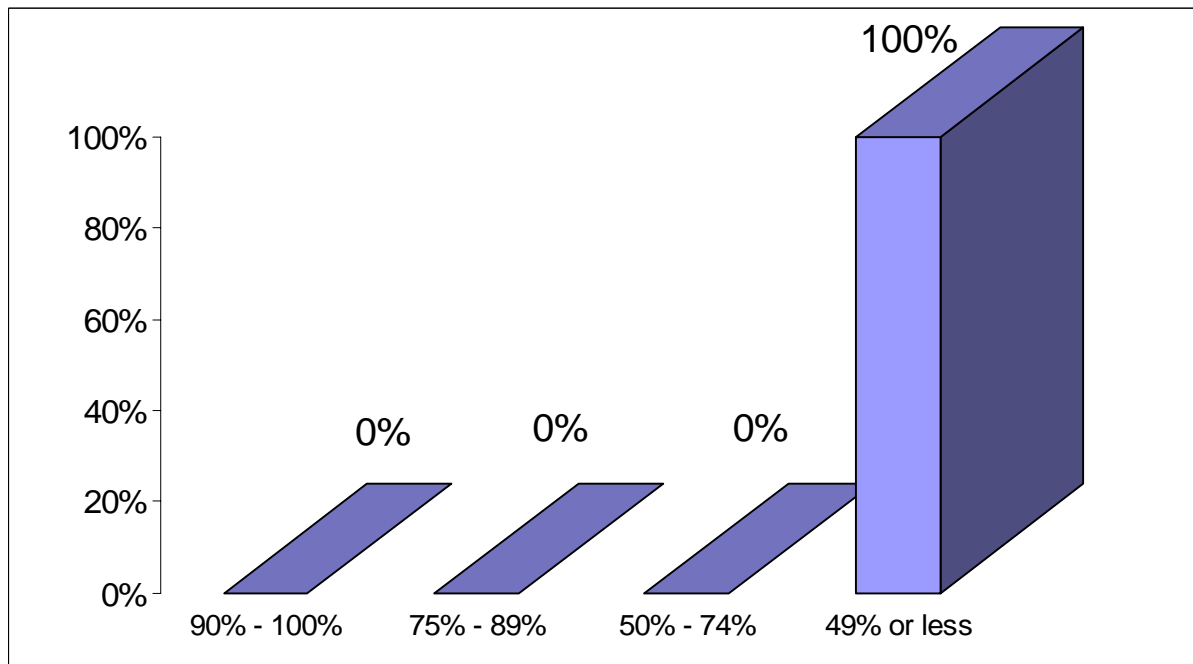
N=39

Q15. What percentage of your work time is devoted to GED Test examinee registration?



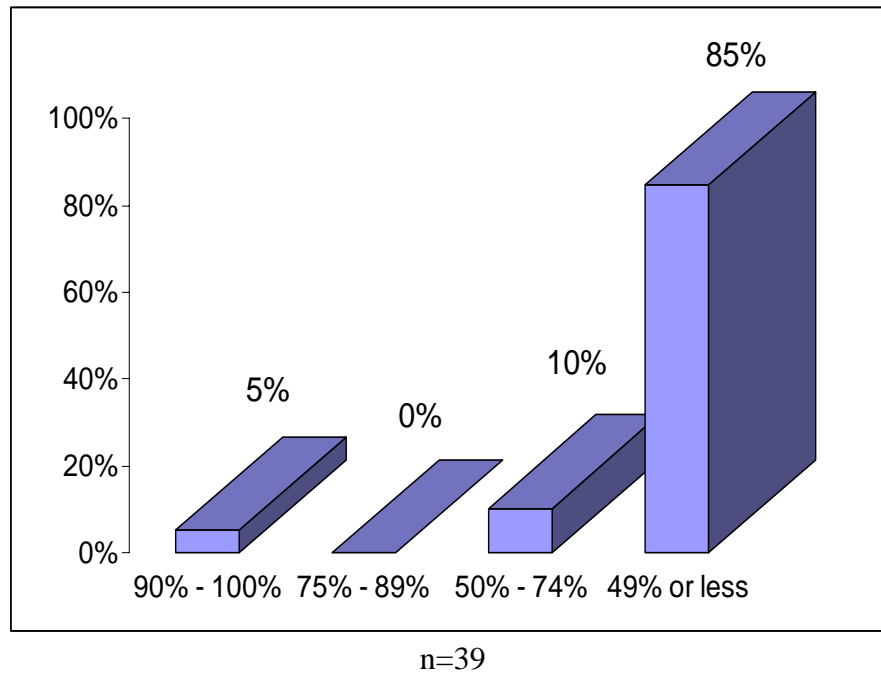
n=39

Q16. What percentage of your work time is devoted to the scanning of GED Test answer sheets?

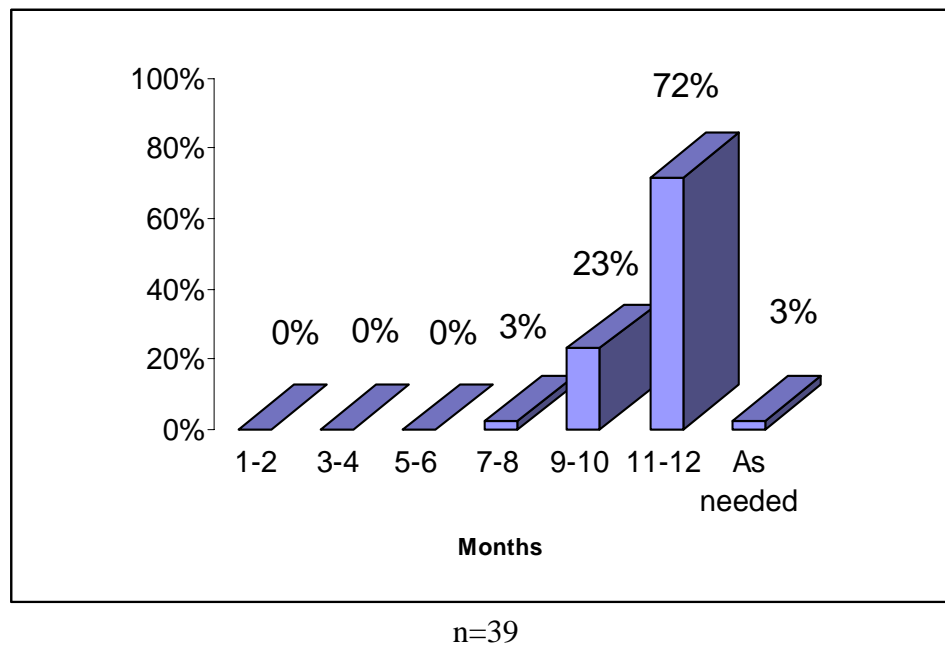


n=39

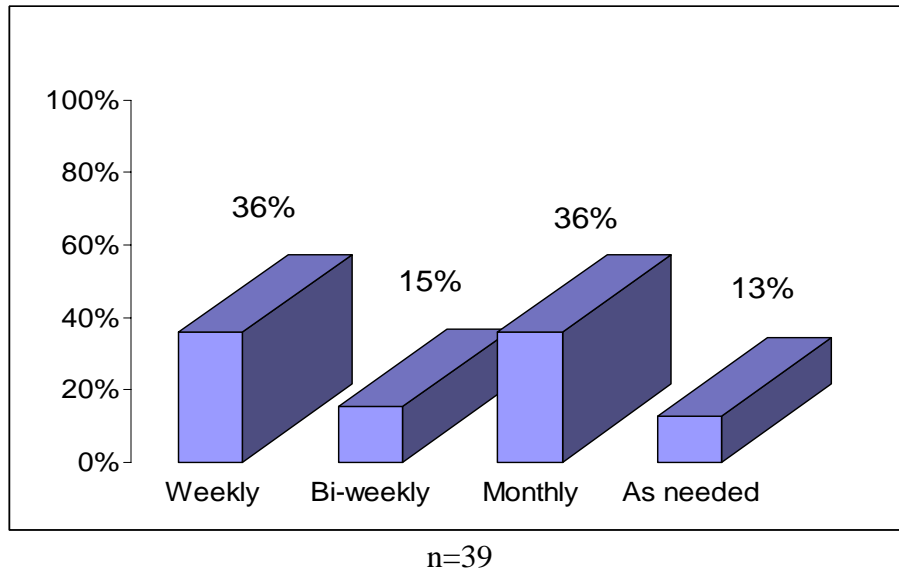
Q17. What percentage of your work time is devoted to processing GED examinee paperwork?



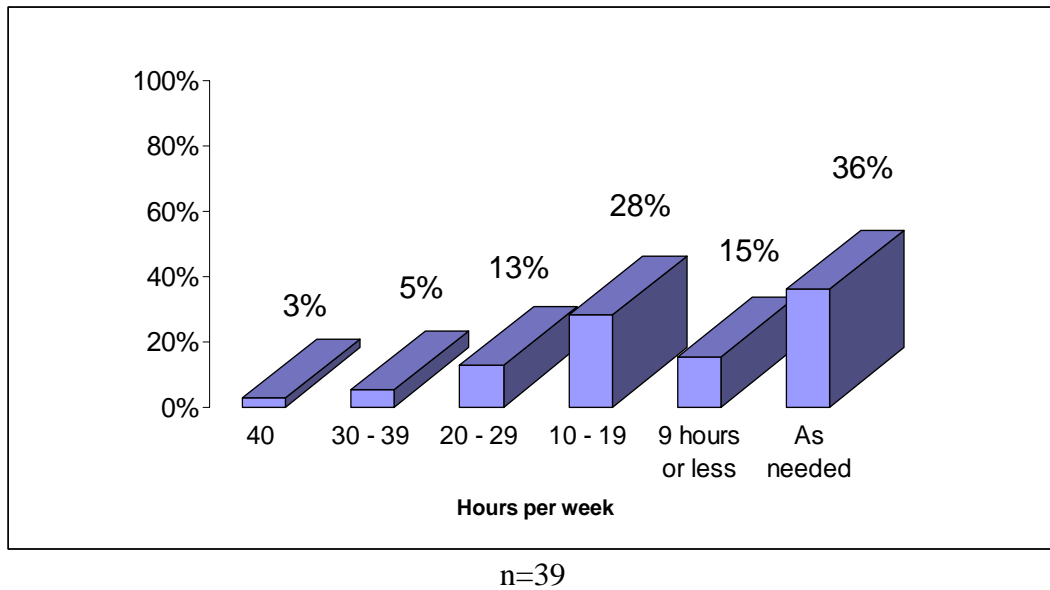
Q18. How many months out of the year are GED tests administered through your primary testing center?



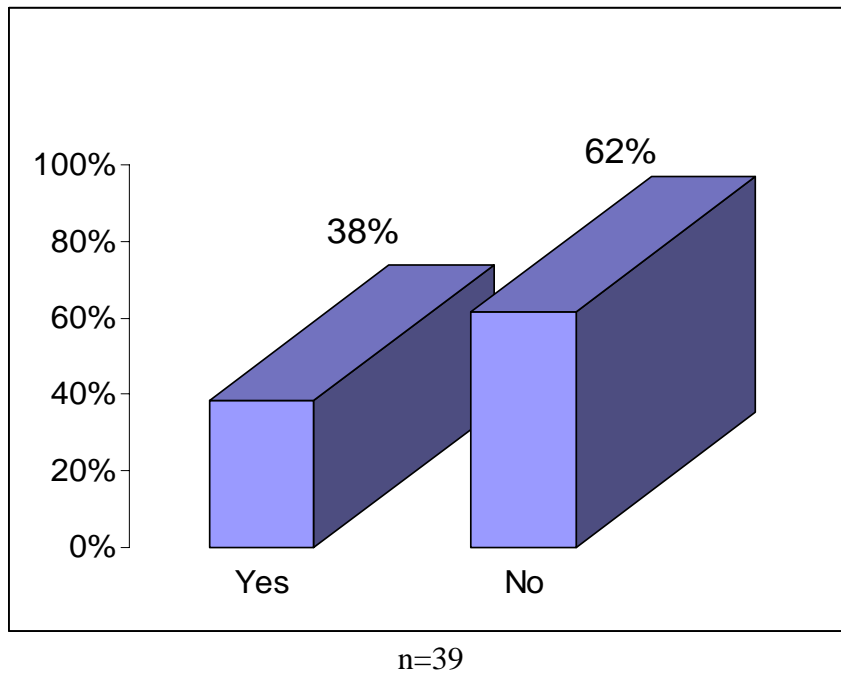
Q19. How often do you administer GED tests?



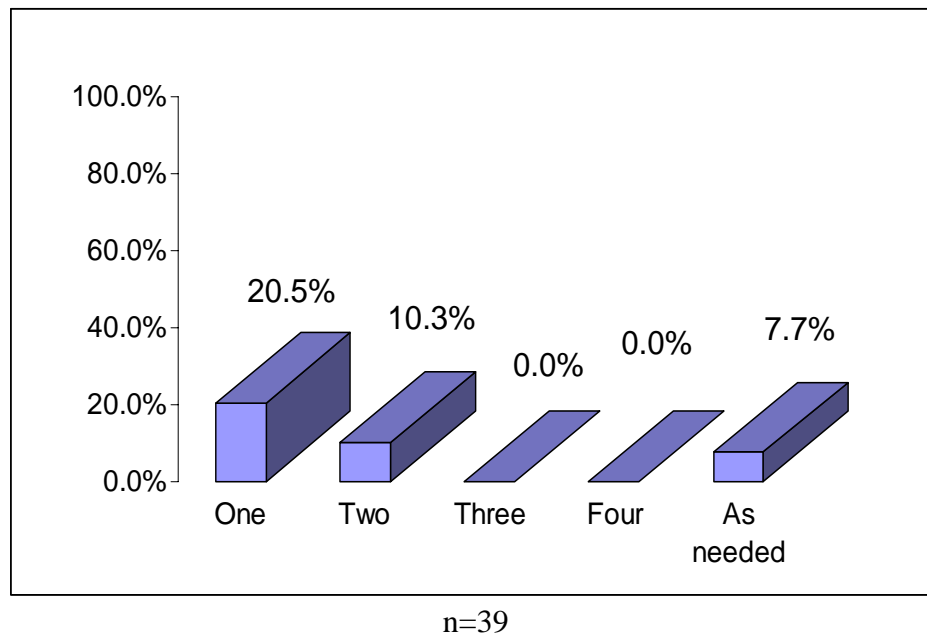
Q20. How many hours per week do you administer GED tests?



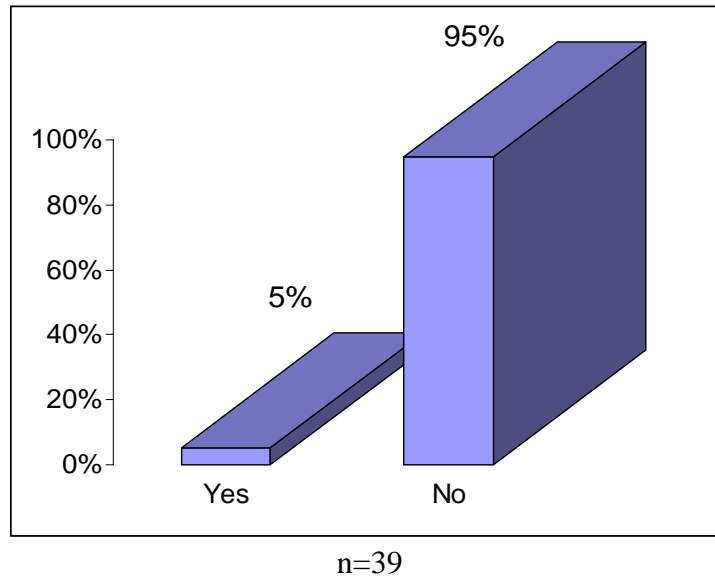
Q21. Do you administer the GED test on Saturdays?



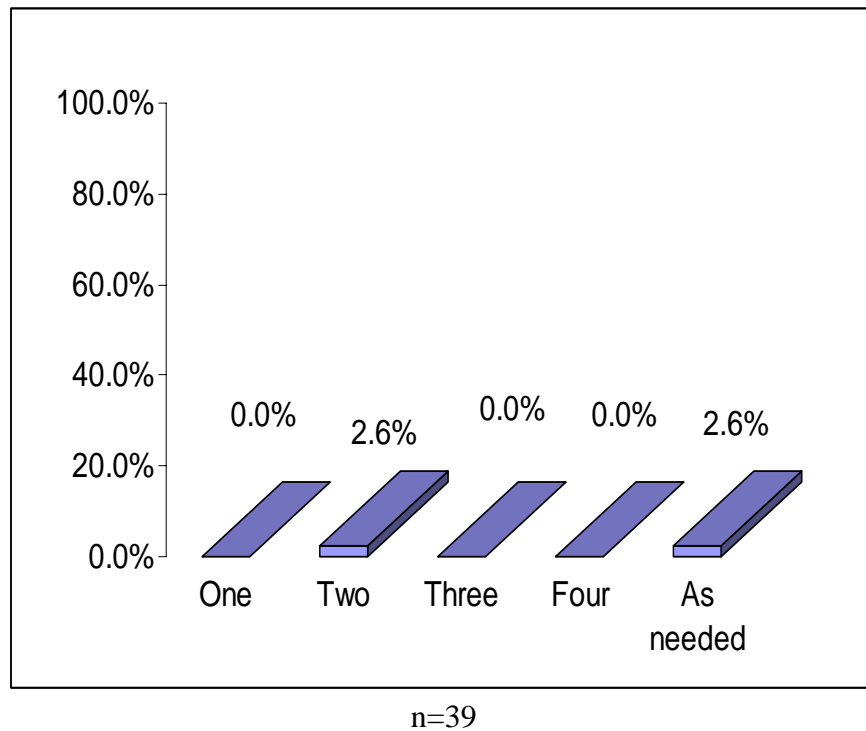
Q22. Approximately how many Saturdays per month do you administer the GED test?



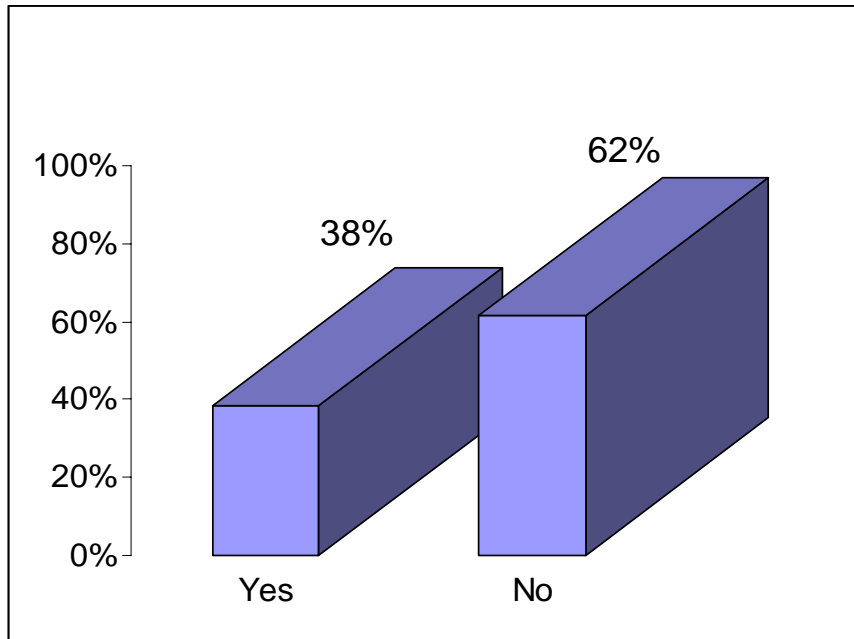
Q23. Do you administer the GED test on Sundays?



Q24. Approximately how many Sundays per month do you administer the GED test?

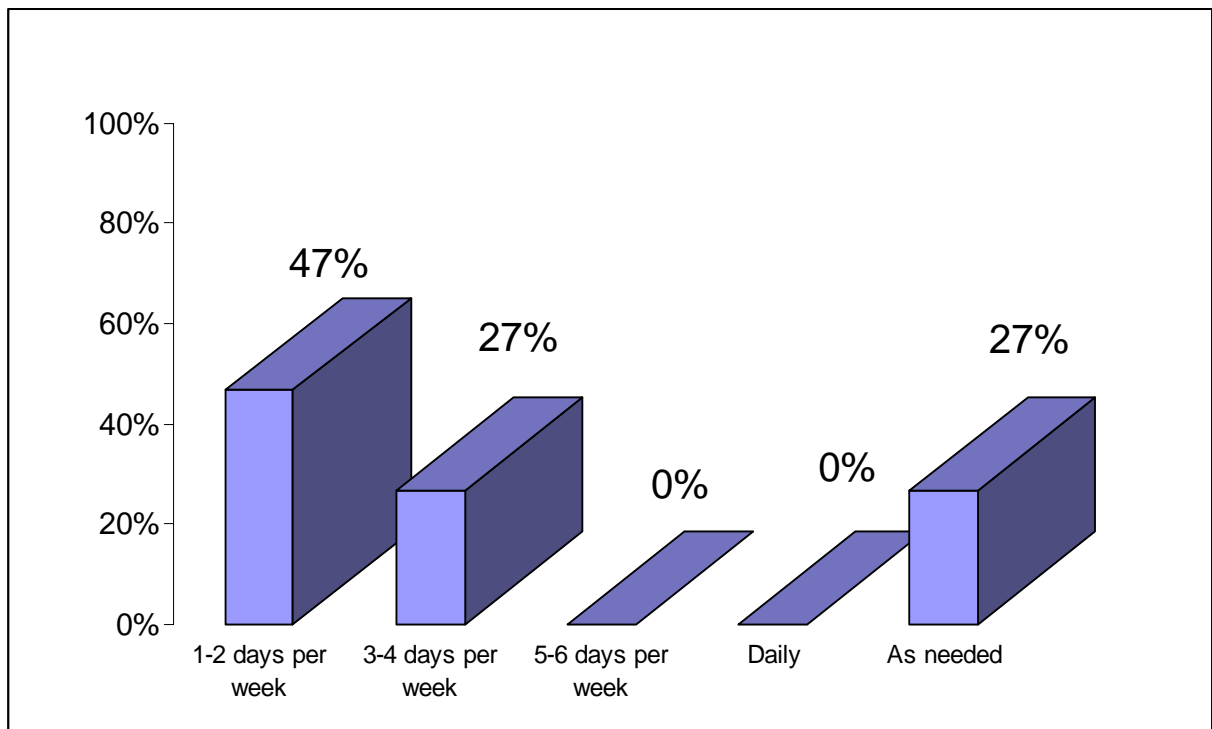


Q25. Do you administer the GED test after 5:00 PM?



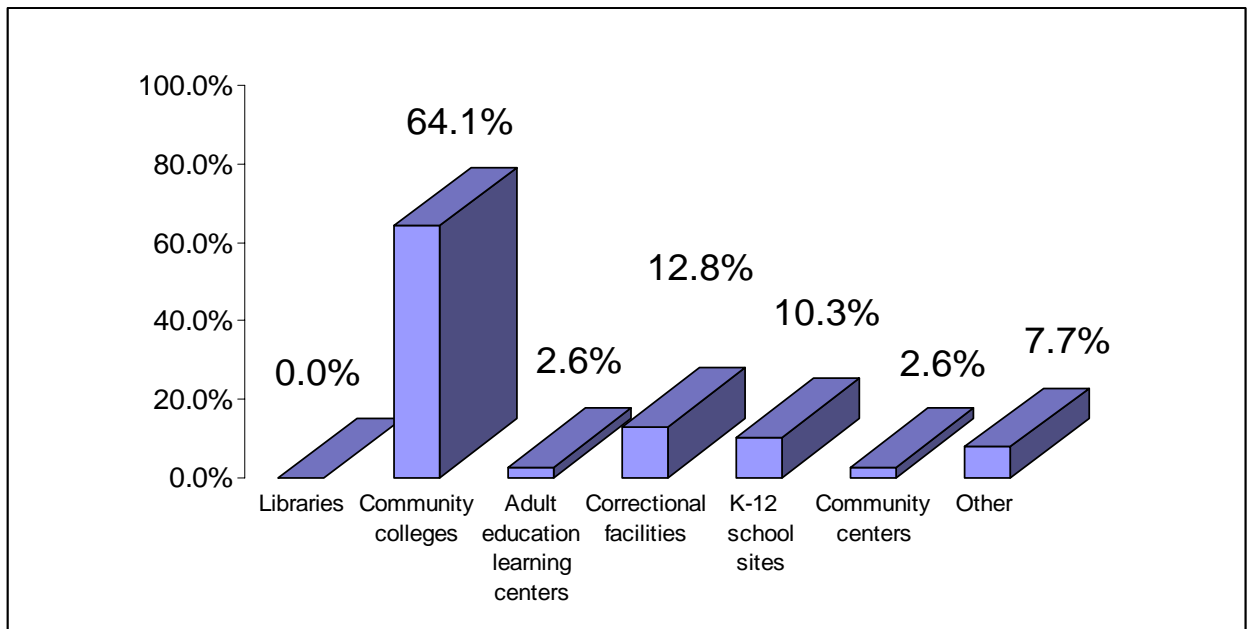
n=39

Q26. How many days per week do you administer the GED test after 5:00 PM?



n=15

Q27. Where do you primarily administer the GED test? (Select one)

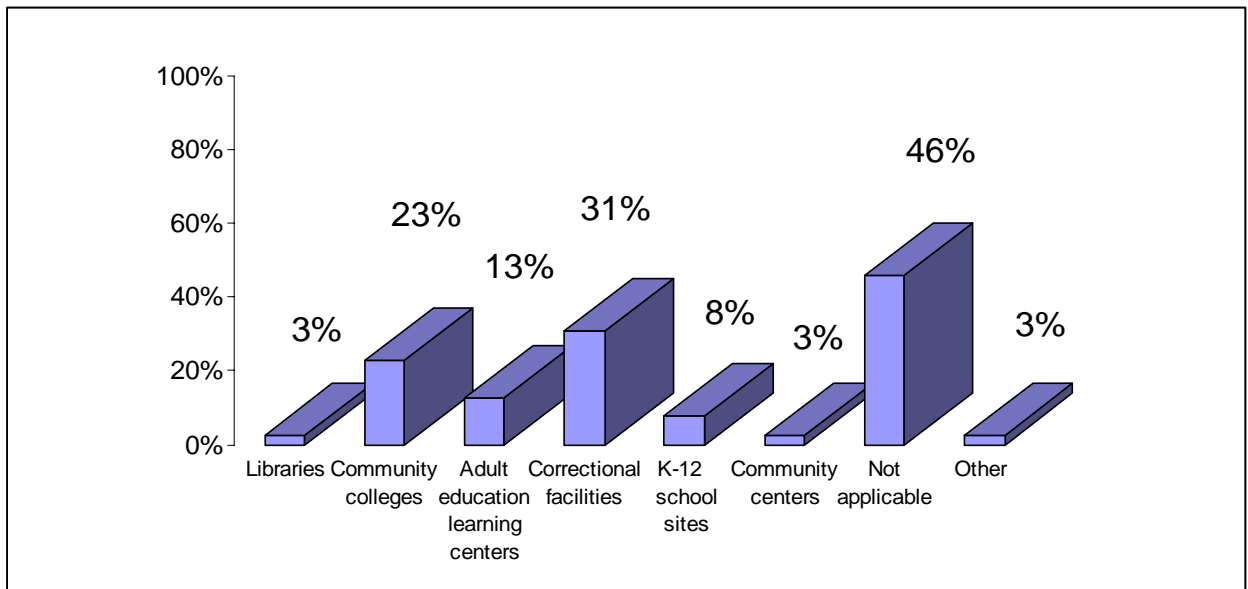


Written responses:

- Community college AND correctional facilities
- One Stop Center
- High School

n=39

Q28. Where are your addendum sites located? (Check all that apply)

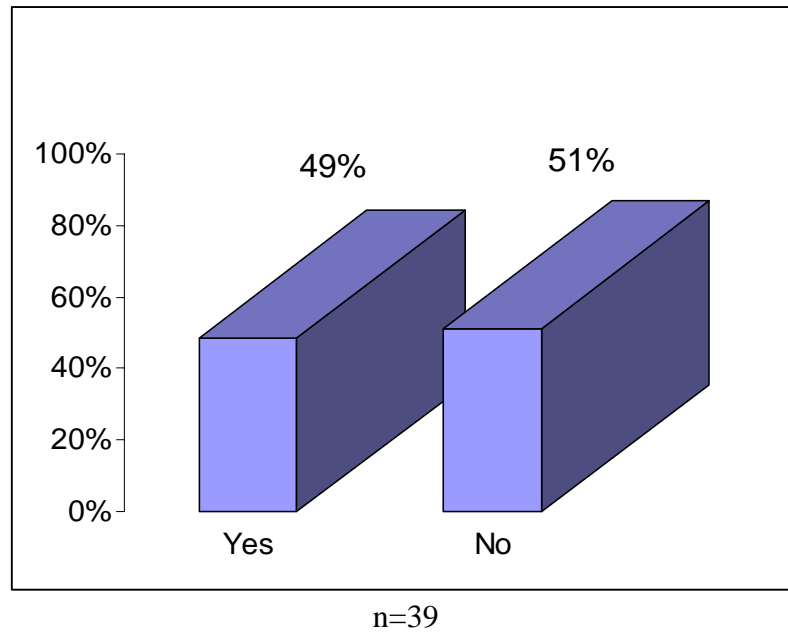


Written responses:

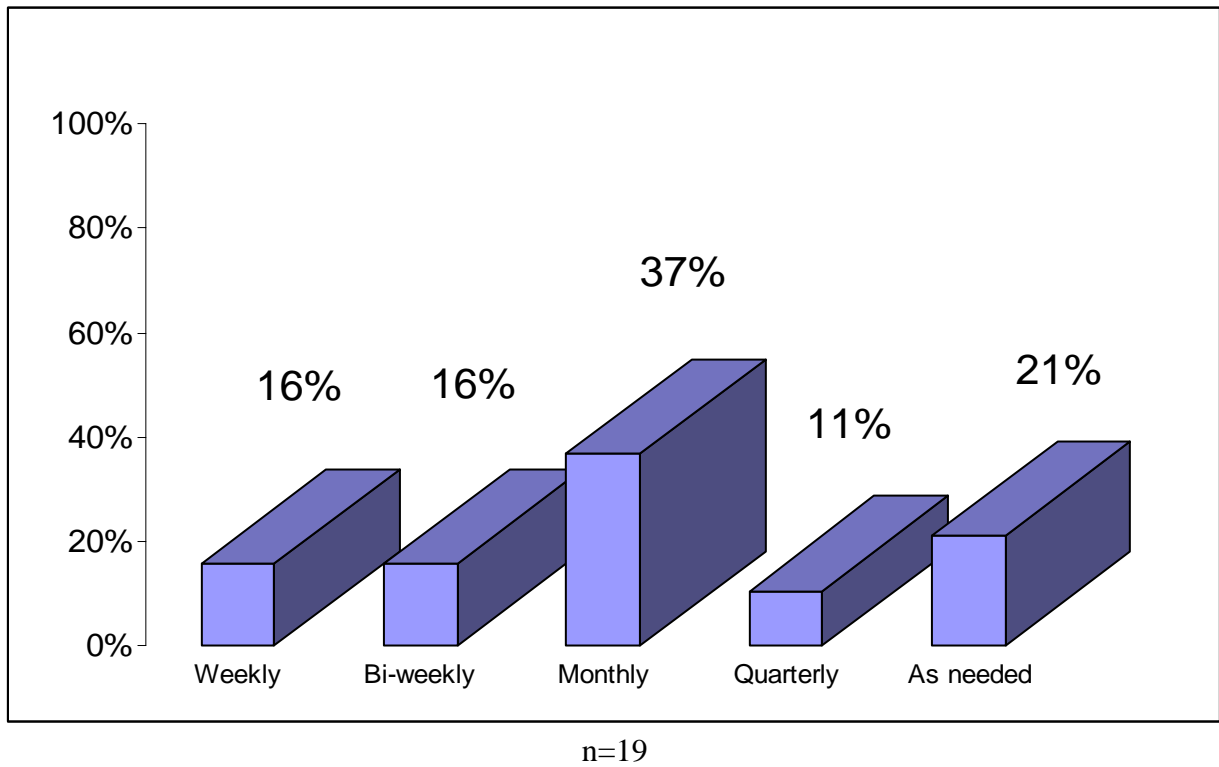
- Probation Learning Centers

n=39

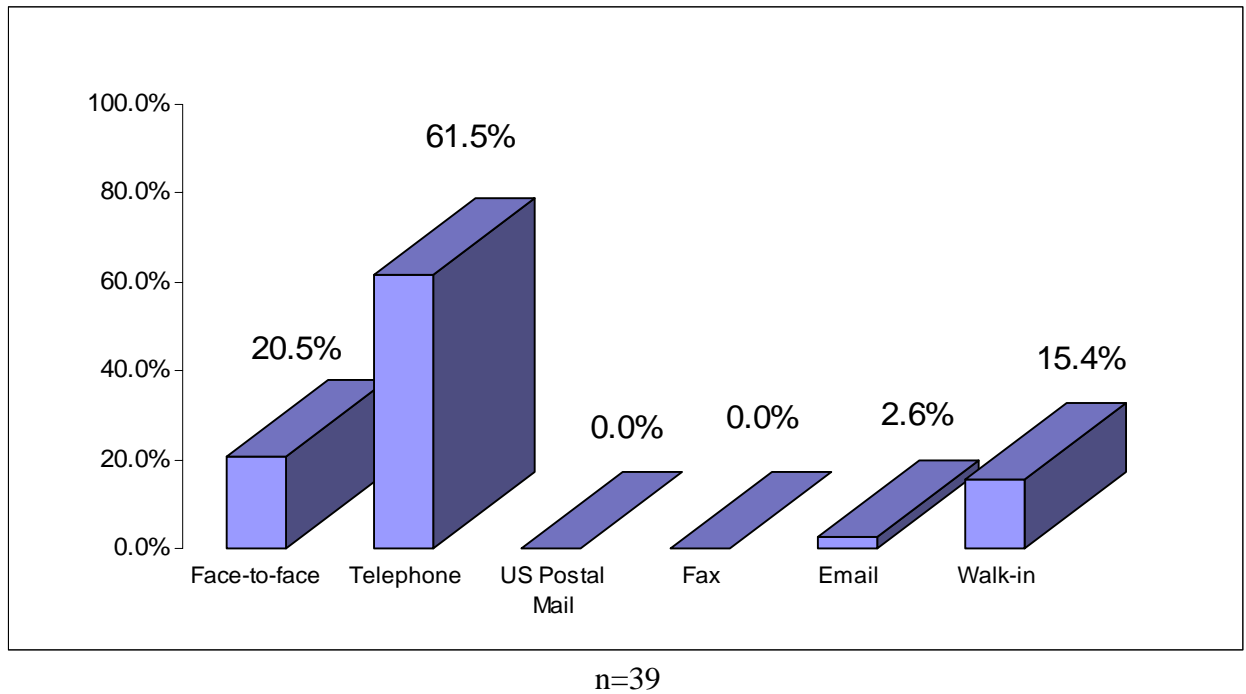
Q29. Do you transport GED tests?



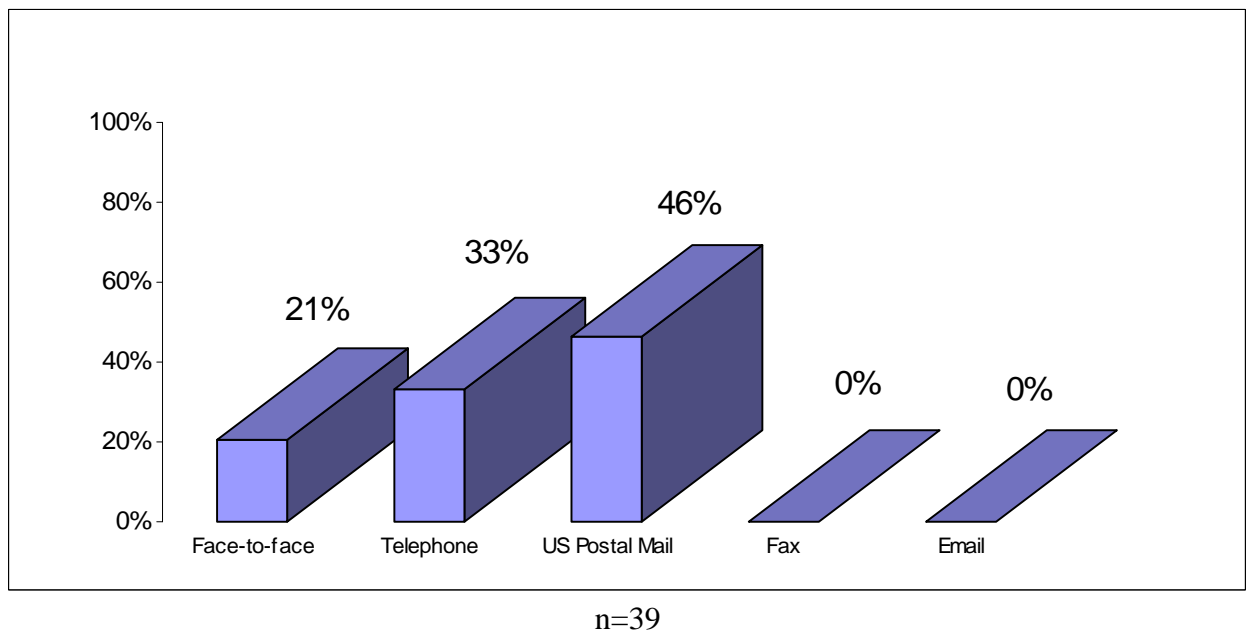
Q30. How often do you transport GED tests?



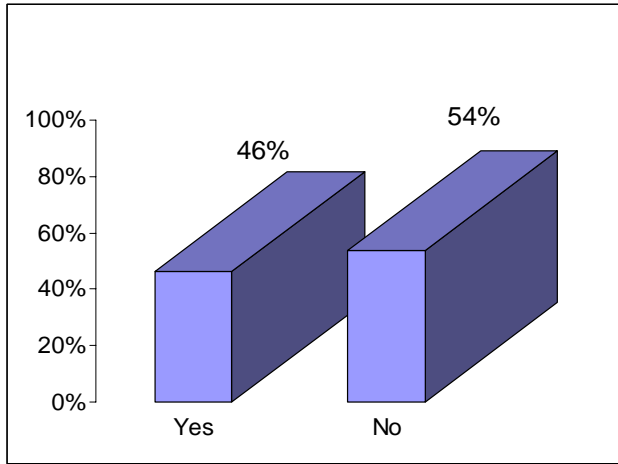
Q31. How do GED test examinees primarily contact you?



Q32. How do you contact GED test examinees who need to re-test?

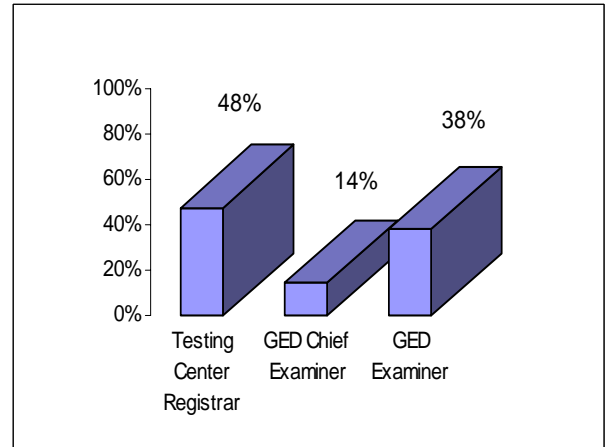


Q33. As a GED Examiner, are you responsible primarily for registering GED examinees?



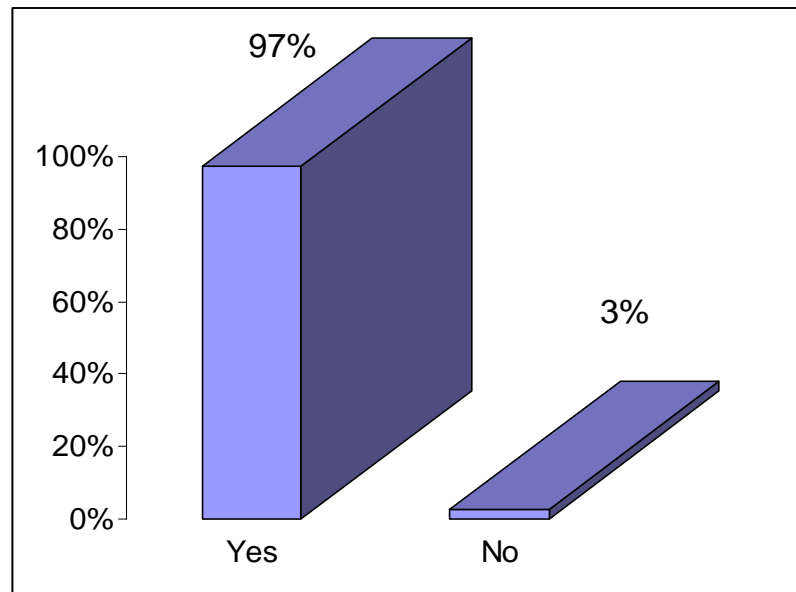
n=39

Q34. Who is primarily responsible for registering GED examinees? (Select one)



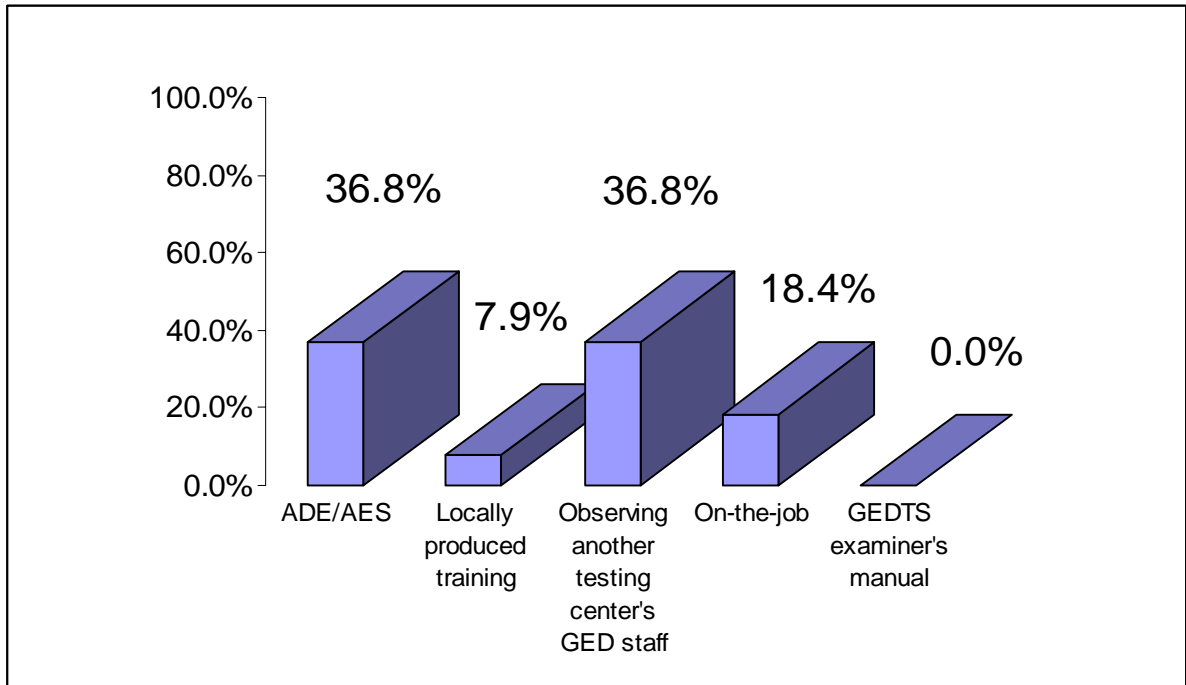
n=21

Q35. Do new GED Examiners receive an orientation for administering the GED test?



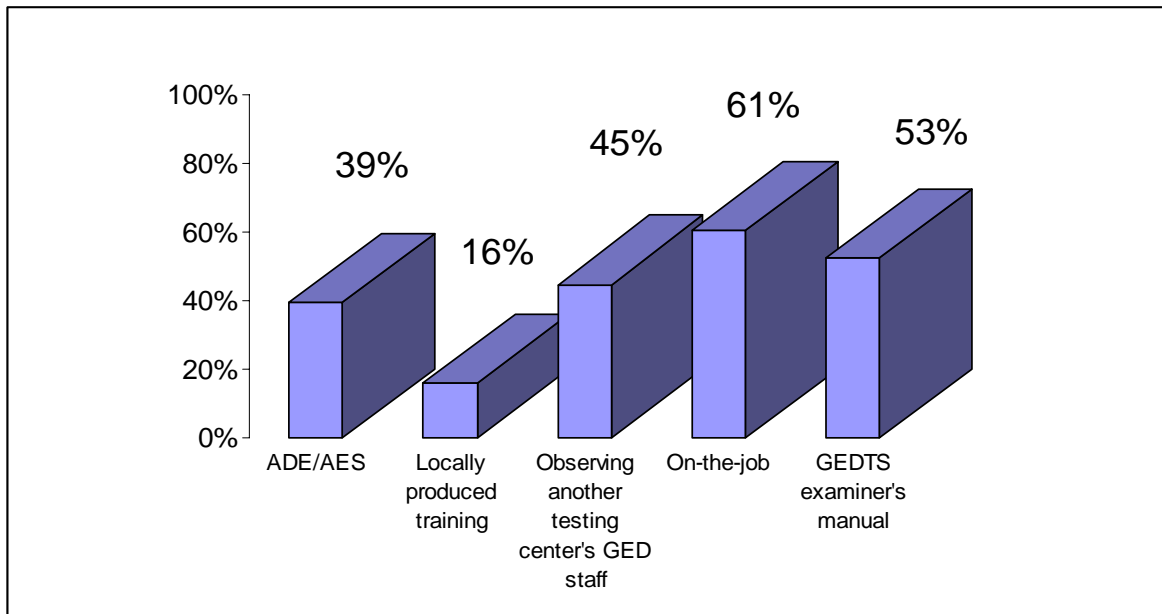
n=39

Q36. GED test administration orientations for new GED examiners are administered primarily by:
(Select one)



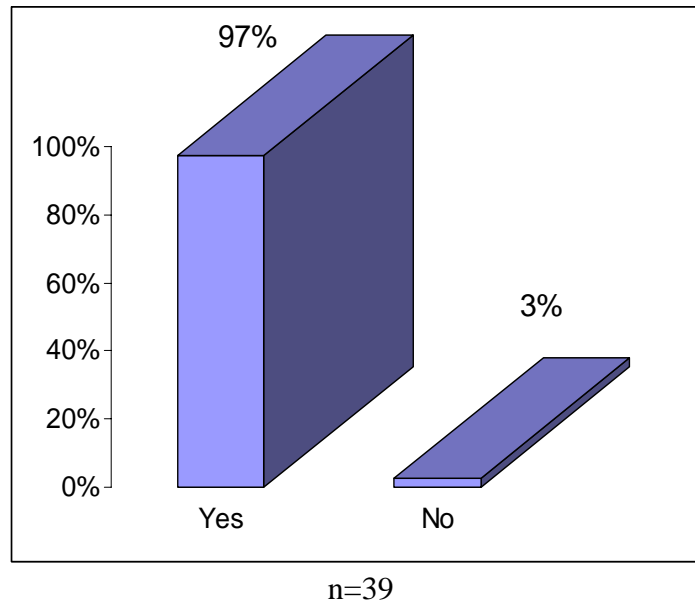
n=38

Q37. Additional providers of GED test administration orientations for new GED examiners are:
(Check all that apply)

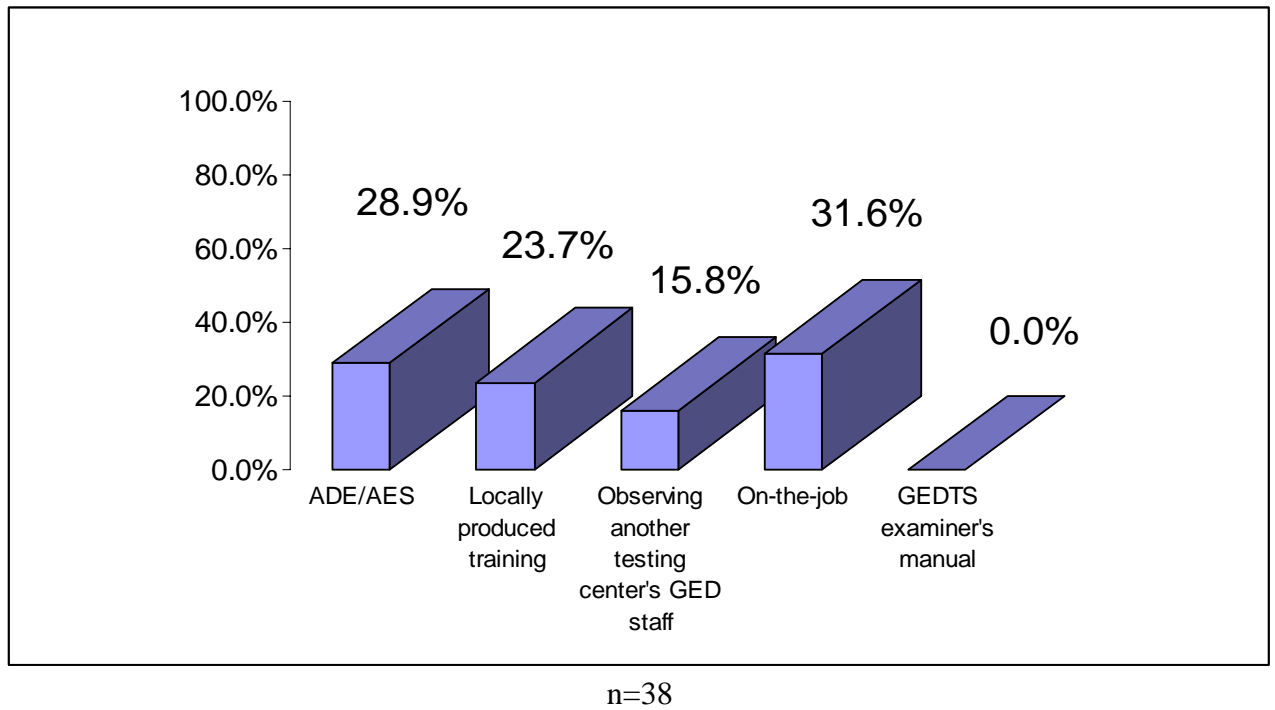


n=38

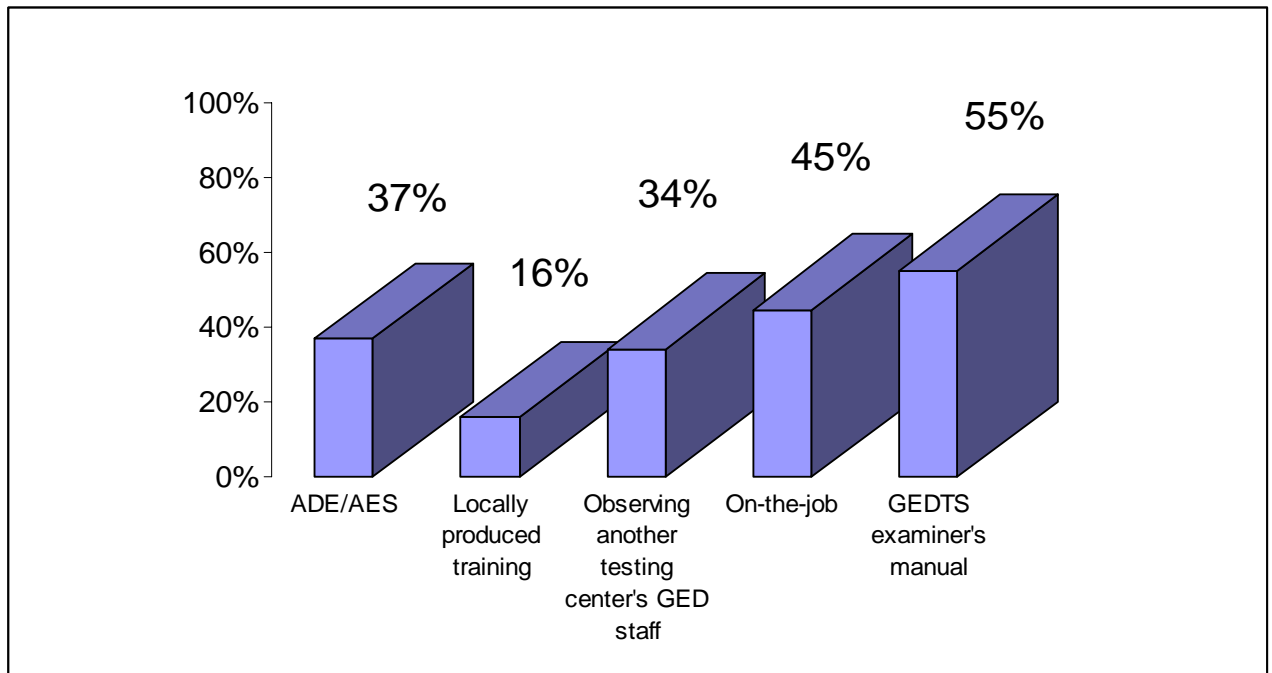
Q38. Do new GED examiners receive an orientation on testing center operations?



Q39. Testing center operations training for new GED examiners is administered primarily by:
(Select one)

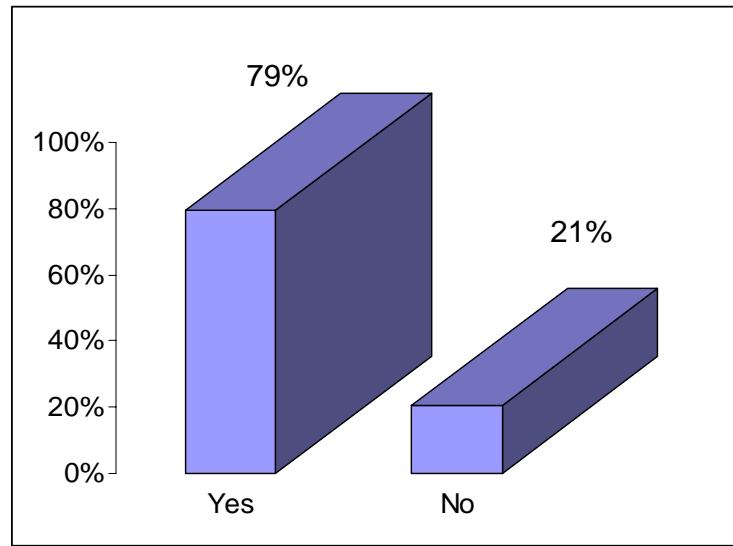


Q40. Additional providers of testing center operations training for new GED examiners are: (Check all that apply)



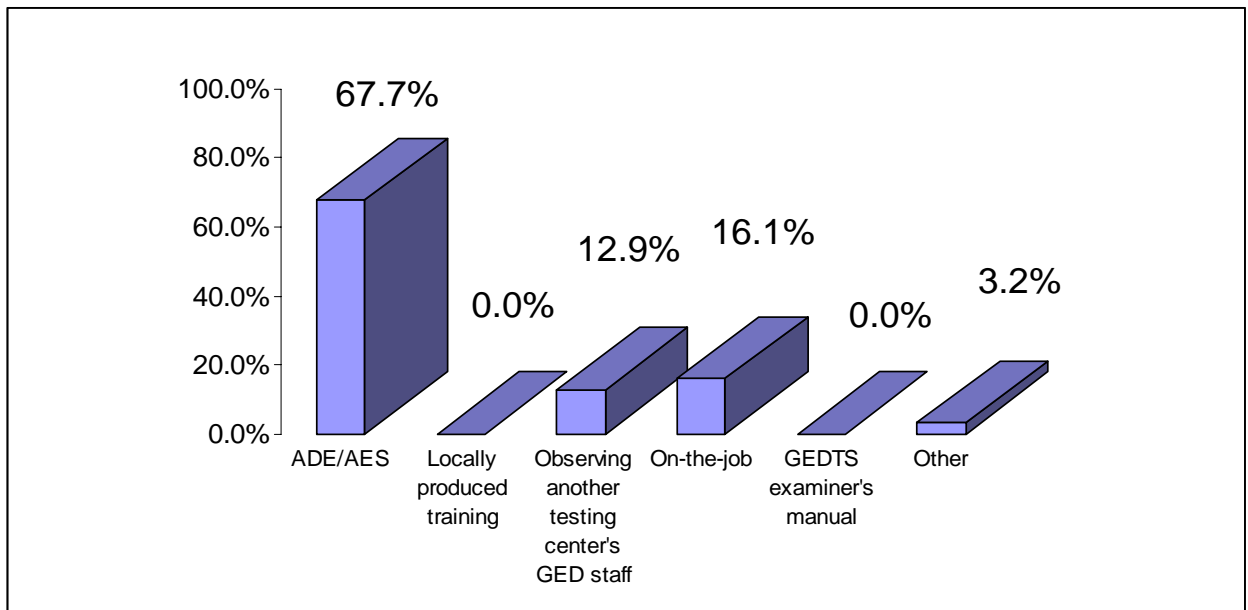
n=38

Q41. Have you completed training for providing accommodations for GED test examinees?



n=39

Q42. GED examinee accommodations training is primarily administered by: (Select one)

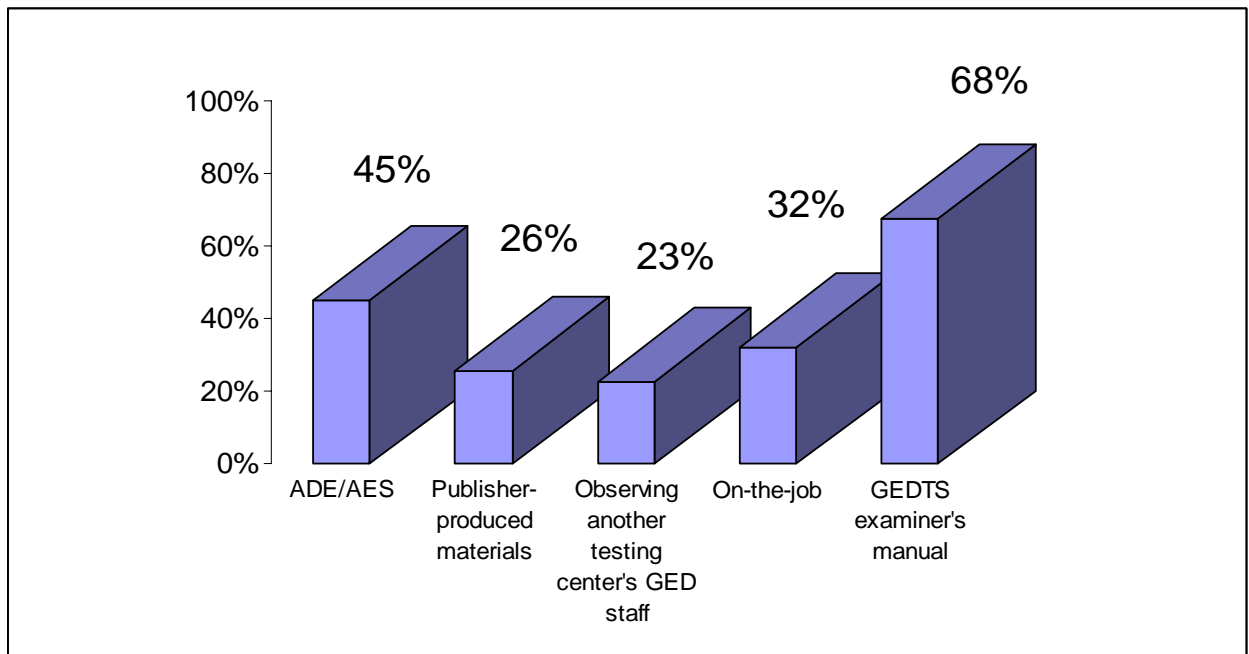


Written responses:

- Joint Conference

n=31

Q43. Additional providers of GED examinee accommodations training are: (Check all that apply)



n=31

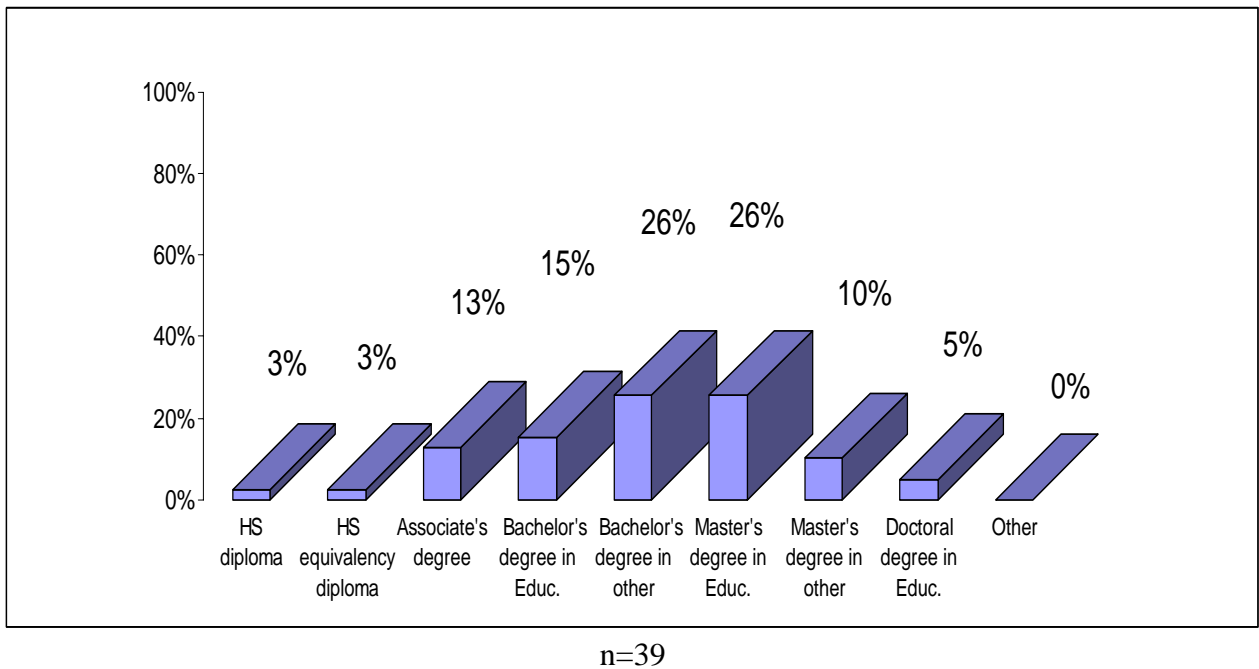
Q44. I would like to learn more about:

	Strongly Disagree	Disagree	Agree	Strongly Agree	Neutral
How to support the success of GED examinees	0%	0%	54%	21%	26%
Collaborating with Adult Education Program Staff to better serve GED examinees	5%	8%	54%	15%	18%
Helping GED test examinees with effective test-taking techniques	5%	5%	56%	15%	18%
The GED test examinee registration process	5%	13%	41%	10%	31%
Scanning GED test answer sheets	10%	21%	36%	8%	26%
GED examiner responsibilities for providing accommodations for GED test examinees	3%	8%	56%	10%	23%
Processing GED examinee accommodation forms	0%	10%	49%	10%	31%
Testing center emergency procedures	5%	8%	56%	13%	18%
The confidentiality of GED examinee information	5%	8%	51%	8%	28%
GED test security	5%	8%	51%	15%	21%
Total Respondents	39				

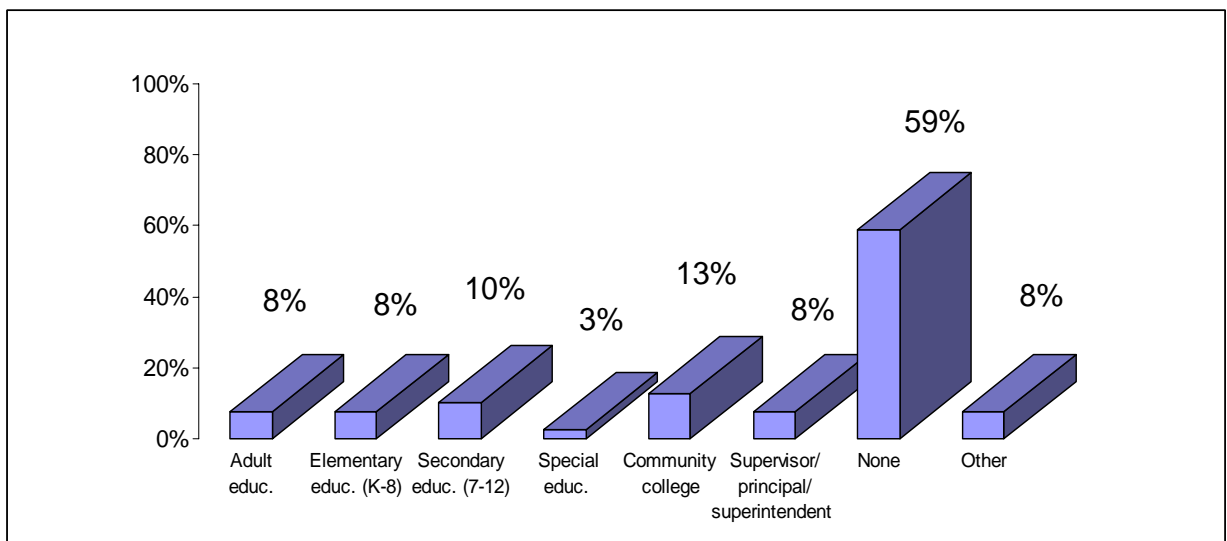
Q45. As a GED Examiner I am responsible for:

	Strongly Disagree	Disagree	Agree	Strongly Agree	Neutral
Helping to support the success of GED examinees	0%	0%	49%	44%	8%
Collaborating with Adult Education Program Staff to better serve GED examinees	3%	3%	46%	36%	13%
Ensuring that prospective GED examinees have the information necessary to attend Adult Education classes that will help them pass the GED test	0%	13%	51%	31%	5%
Ensuring that non-passing GED examinees have the information necessary to attend Adult Education classes that will help them pass the GED test	0%	5%	51%	26%	18%
Helping GED examinees with the transition process to post-secondary education	3%	15%	41%	23%	18%
GED test security	0%	0%	28%	72%	0%
Total Respondents	39				
(skipped this question)	0				

Q46. What is your highest level of educational achievement?



Q47. I currently hold Arizona certification in: (Check all that apply)

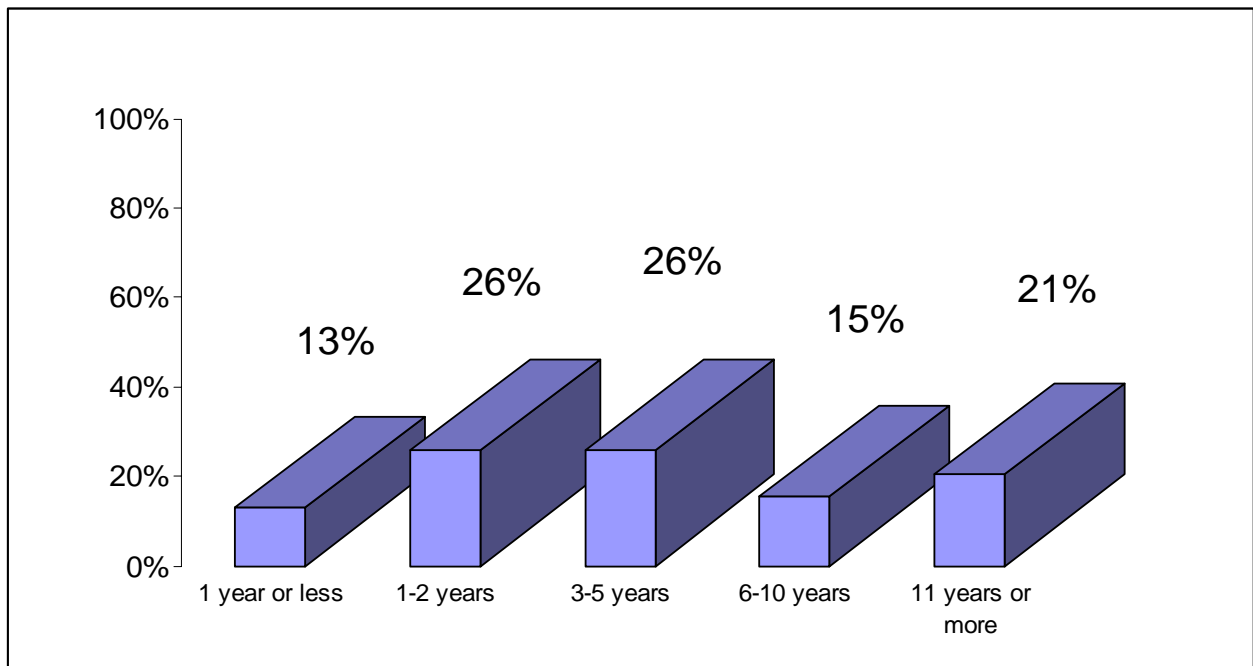


Written responses:

- Substitute
- Substitute
- West Virginia Secondary Education

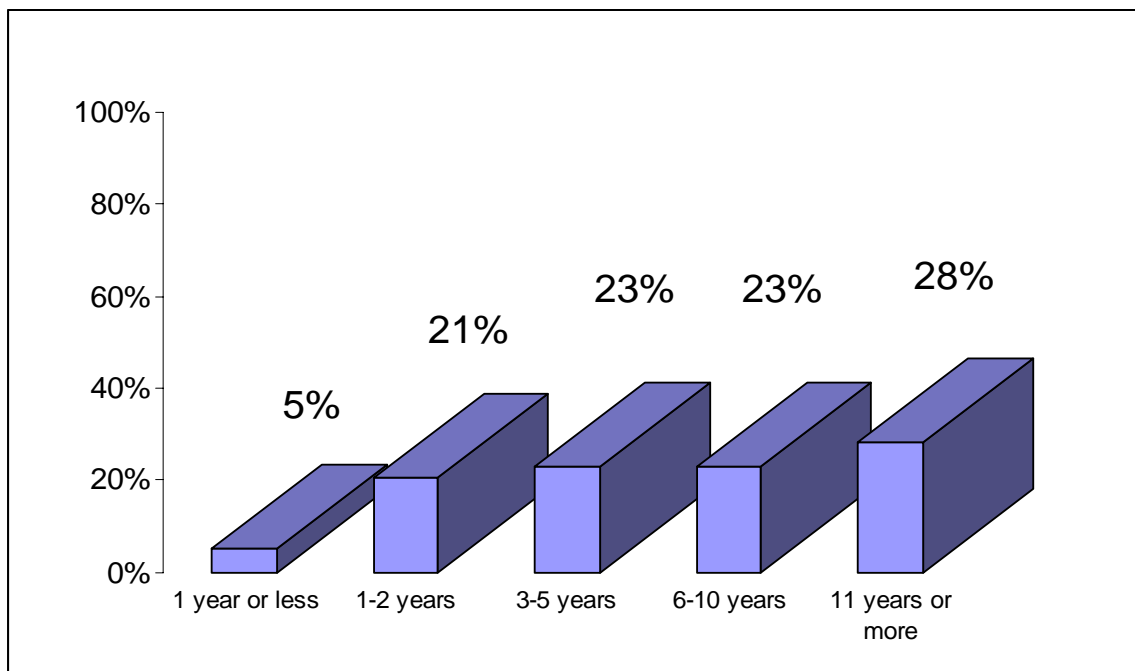
n=39

Q48. Total number of years administering the GED test



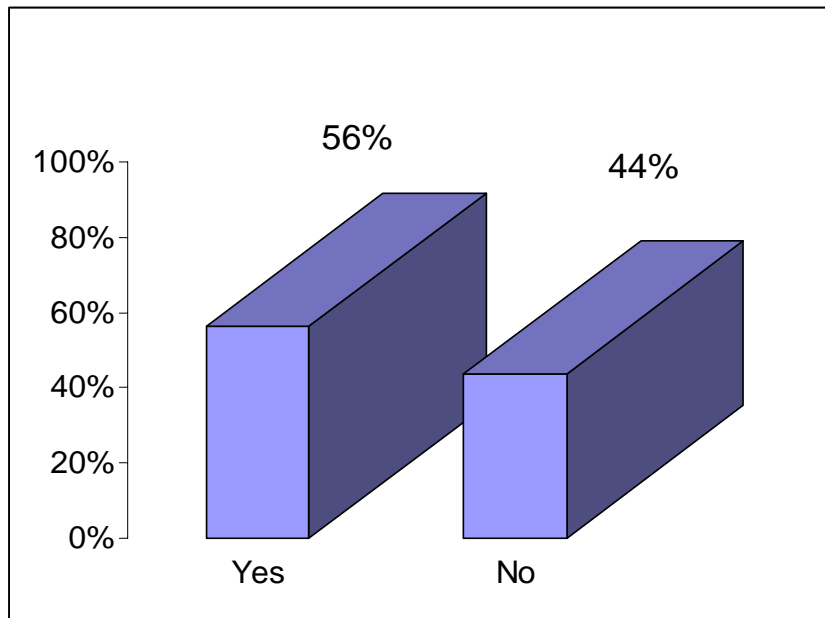
n=39

Q49. Total number of years in current position



n=39

Q50. Do you administer tests other than the GED Test?

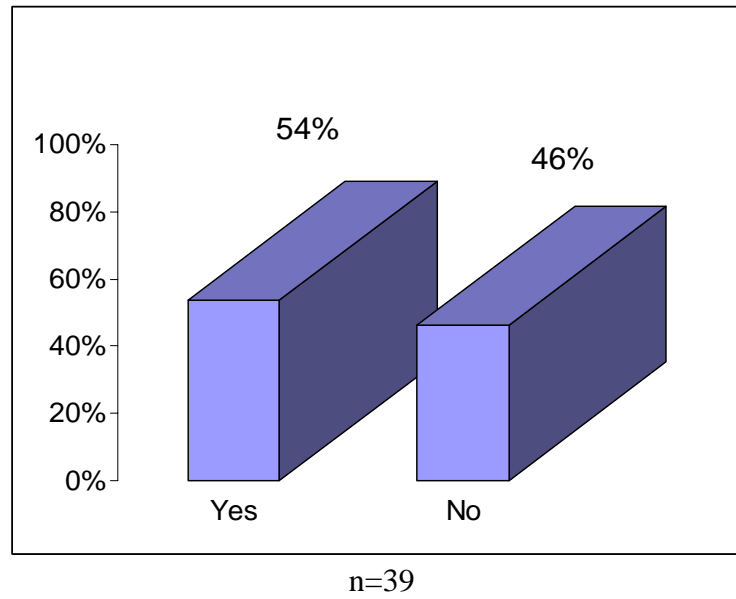


n=39

Q51. Please list the other tests you administer:

- SPCC RIO Salado Accuplacer HESI ADEQ Spanish Placement Various proctored exams from different institutions
- CLEP, COMPASS, Accuplacer, Nelson Denney, TABE, Asset, CAI
- Compass and Asset Assessment Proctor for other colleges Prometric Certification Exams Metro Certification Exams Nursing Entrance Exam (NLN) Nursing Exams, HESI, ProCalc Nelson Denny Reading Tests CLEP Exams
- ACT, ASSET, COMPASS, CELSA, NET, Faculty exams, computerized testing.
- Placement tests Instructional tests Personality/career interest tests self-paced tests proctor in-state and out-state tests gap test challenge tests
- Placement Tests ACT WorkKeys Skills assessment Structural Pest Control Certification Exams ADEQ Water Certification Exams
- COMPASS-Reading, Writing, Math, e-Write ASSET-Reading, Writing, Math CELSA-ESL Biology Placement Test Chemistry Placement Test Study Behavioral Inventory Strong Interest Inventory Myers Brigg Type Indicator General Ability Test Battery Proctor exams from other universities/colleges Special Certification Exams Institutional TOEFL Foreign Language Challenge Exams(Spanish, French, German) College exit exam College instructional course tests College instructional course testing for internet courses or self-paced courses Special Accommodations course testing
- Accuplacer CLEP ESL
- COMPASS ASSET CLEP Metro Pesticide Cert Proctored tests Nelson Denny
- College Placement Test, CLEP, ASE, Meyers-Briggs/Strong Interest, NET, Instructor Tests, proctor for other institutions, ADEQ Certification, others as requested/needed
- TABE Test
- All testing at Yavapai College.
- COMPASS, ASSET, Proctor college class tests for instructors.
- GRE SAT ACT ASVAB Various Vocational Schools AIMS
- placement tests, proctor distance learning exams
- Accuplacer, CLEP, Vue, Distance Learning, ACT, Dental, LSAT, HVAC, and other miscellaneous tests.
- AIMS
- ASSET, Accuplacer, Wonderlic, CELSA, proctored exams, NOCTI, ACT high stakes testing (ASWB boards, TSA, etc.)
- LSAT ACT SAT PTC NABNE External proctoring tests ICC ParaProfessional WorkKeys ASSET COMPASS CELSA Instructional NET HESI BlackBoard
- ACCUPLACER CLEP CELSA (ESL) VUE HAVC DISTANT/ONLINE DSST ASE LSAT DENTAL

Q52. Are you a member of a professional organization?



Q53. Please list your professional organization memberships:

- AALL - Arizona Association for Lifelong Learning
- PHI THETA KAPPA
- NEA---AEA
- NCTA - National College Testing Association.
- Arizona Education Association
- Arizona Association for Economic Development
- National Association of Workforce Development Professionals
- International Economic Development Council
- these are for my other position responsibilities NACADA ASJA NASPA ACPA
- NCTA-National College Testing Association.
- Student Affairs Managers.
- Student Affairs Administrators in Higher Education.
- Secure Care Committee Arizona Juvenile Detention Educators Advisory Council
- National Academic Advising Association
- National College Testing Association
- NCTA (National College Testing Association)
- NCTA - National College Testing Association.
- NADE National Association for Developmental Education.
- NAACP
- NEA
- AALL - Arizona Association for Lifelong Learning
- National Association of Academic Advising (NACADA)
- American College Personnel Association (ACPA)
- NCTA, - National College Testing Association
- HACU
- AEA,
- NEA,
- AZSCA,
- ACTE
- NACADA
- MAT Managerial Administration Technical
- NCTA - National College Testing Association

The contents of this publication were developed with funds allocated by the U.S. Department of Education under Title II, Adult and Family Literacy Act, Workforce Investment Act of 1998.

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Printed in Phoenix, Arizona, by the Arizona Department of Education

Total number of copies: TBA Total printing cost: TBA Printing cost per copy: TBA Month/year of print: TBA